

## TABLE OF CONTENTS

Amherst Facts.....	3
Appointed Municipal Employees .....	5
Aquifer Protection Committee.....	20
Assessor's Office.....	21
Cable Advisory Committee .....	24
Cherry Hill Advisory Committee .....	26
Committees and Boards .....	8
Committee Recognition .....	15
Office of the Collector .....	27
Community Preservation Act Committee .....	30
Community Services .....	32
Comprehensive Planning Committee.....	35
Conservation Commission & Conservation Department.....	37
Cultural Council .....	39
Departmental E-mail Addresses .....	2
Departments and Services.....	1
Design Review Board .....	42
Disability Access Advisory Committee .....	44
Finance Committee .....	45
Fire Department .....	49
Health Department & Board of Health.....	59
Historical Commission .....	66
Housing Authority.....	71
Housing Partnership/Fair Housing Committee .....	78
Human Rights Commission.....	80
Human Services Funding Committee.....	33
Information Technology .....	82
Inspection Services .....	84
Jones Library .....	91
Kanegasaki Sister City Committee.....	95
Leisure Services and Supplemental Education .....	97
Munson Memorial Library .....	104
Organization Chart.....	4
Planning Board & Planning Department.....	106
Police Department.....	113
Public Art Commission.....	124
Public Shade Tree Committee .....	125
Public Transportation and Bicycle Committee .....	126
Public Works Department.....	133
Amherst Elementary Schools .....	150
Amherst-Pelham Regional School District .....	153
Select Board .....	16
Senior Center/Council on Aging .....	158
Town Accountant.....	170
Office of the Town Clerk.....	185
Town Manager .....	18
Town Meetings and Elections .....	188
Town Meeting Improvements Committee .....	163
Office of the Treasurer.....	165
Veterans' Services .....	167
Zoning Board of Appeals.....	168



## At Your Service

### TOWN OF AMHERST DEPARTMENTS AND SERVICES

In Case of Emergency CALL 911 for Fire, Police, or Ambulance

Accounting	256-4026	Parks, Playgrounds, Swimming Pools	256-4065
Aging Services	256-4057	Planning Department, Planning Board	256-4040
Ambulance-Emergencies Only	911	Police Department:	256-4011
Animal Welfare Officer	256-2554	Chief of Police	256-4016
Assessments	256-4024	Detective Bureau	256-4015
Building Permits, Inspections	256-4030	Records Bureau	256-4016
Cherry Hill Golf Course	256-4071/256-4072	Rape Hotline	256-4011
Children's Services Department	256-4074	Public Works Department	256-4050
Conservation Services	256-4045	Recreation Department	256-4065
Council on Aging, Senior Center	256-4057	Recycling	256-4050
Design Review Board	256-4040	Redevelopment Authority	256-4040
Engineering	256-4050	Refuse Collection	256-4050
Finance Director	256-4022	Schools:	
Fire Department--To Report a Fire	911	Administration	362-1810
For Other Business	256-4080	Crocker Farm	362-1600
General Information	256-4004	Fort River	253-9731
Health Board, Health Department	256-4077	Mark's Meadow	549-1507
Highways, Water, Sewer, Trees	256-4050	Wildwood	549-6300
Housing Authority	256-0206/ 256-8128	Regional High School	362-1706
Housing Planner	256-4040	Regional Middle School	362-1850
Human Resources	256-4009	Select Board	256-4001
Human Rights	256-4079	Town Clerk	256-4035
Information Technology	256-4098	Town Manager	256-4004
Leisure Services	256-4065	Treasurer/Collector	256-4020
Libraries : Hours and events	256-4094	Veterans' Services	256-4028
Jones Library	256-4090	Vital Statistics and Records	256-4035
Munson Library	256-4095	Voting, Registration	256-4035
North Amherst Library	256-4099	Wastewater Treatment Plant	256-4050
English as a Second	256-8037	Weights and Measures	256-4030
Language		Wiring Permits	256-4030
Licenses	256-4035	Zoning Permits	256-4040
Maintenance	256-4089		

## DEPARTMENTAL E-MAIL ADDRESSES

Name	E-mail Addresses
Accounting	<a href="mailto:accounting@amherstma.gov">accounting@amherstma.gov</a>
Assessor's Office	<a href="mailto:assessors@amherstma.gov">assessors@amherstma.gov</a>
Community Services	<a href="mailto:community@amherstma.gov">community@amherstma.gov</a>
Collector/Treasurer	<a href="mailto:collector@amherstma.gov">collector@amherstma.gov</a>
Council on Aging/Senior Center	<a href="mailto:seniorcenter@amherstma.gov">seniorcenter@amherstma.gov</a>
Conservation	<a href="mailto:conservation@amherstma.gov">conservation@amherstma.gov</a>
Fire Department	<a href="mailto:fire@amherstma.gov">fire@amherstma.gov</a>
Health Department	<a href="mailto:health@amherstma.gov">health@amherstma.gov</a>
Human Resources	<a href="mailto:humanresource@amherstma.gov">humanresource@amherstma.gov</a>
Human Rights	<a href="mailto:humanrights@amherstma.gov">humanrights@amherstma.gov</a>
Information Technology	<a href="mailto:infotech@amherstma.gov">infotech@amherstma.gov</a>
Inspection Services	<a href="mailto:inspections@amherstma.gov">inspections@amherstma.gov</a>
Leisure Services	<a href="mailto:lsse@amherstma.gov">lsse@amherstma.gov</a>
Maintenance	<a href="mailto:maintenance@amherstma.gov">maintenance@amherstma.gov</a>
Parking	<a href="mailto:police@amherstma.gov">police@amherstma.gov</a>
Planning	<a href="mailto:planning@amherstma.gov">planning@amherstma.gov</a>
Police	<a href="mailto:police@amherstma.gov">police@amherstma.gov</a>
Public Works	<a href="mailto:publicworks@amherstma.gov">publicworks@amherstma.gov</a>
Select Board	<a href="mailto:selectboard@amherstma.gov">selectboard@amherstma.gov</a>
Town Clerk	<a href="mailto:townclerk@amherstma.gov">townclerk@amherstma.gov</a>
Town Manager	<a href="mailto:townmanger@amherstma.gov">townmanger@amherstma.gov</a>
Veterans' Services	<a href="mailto:veterans@amherstsma.gov">veterans@amherstsma.gov</a>

## AMHERST FACTS

U.S. SENATOR  
Edward M. Kennedy  
362 Russell Building  
Washington, DC 20510

U.S. SENATOR  
John Kerry  
315 Russell Building  
Washington, DC 20510

U.S. REPRESENTATIVE  
John W. Olver (1st District)  
2300 Rayburn Building  
Washington, D.C. 20510

STATE SENATOR  
Stanley C. Rosenberg  
(Hampshire and Franklin District)  
Room 320, State House  
Boston, MA 02133

STATE REPRESENTATIVE  
Ellen Story  
(3<sup>rd</sup> Hampshire District)  
Room 167, State House  
Boston, MA 02133

TAX RATE  
\$17.40/\$1,000.00

Area  
27.79 square miles

ELEVATION - 313 feet above sea level at Town Hall

LOCATION  
Geodetic position of Town Hall:  
Latitude - 42 degrees 22'00"  
Longitude - 72 degrees 30'30"

ROAD MILEAGE  
(not including state highways)  
105.56 Miles

POPULATION - 34,874 (source: 2000 Federal Census)

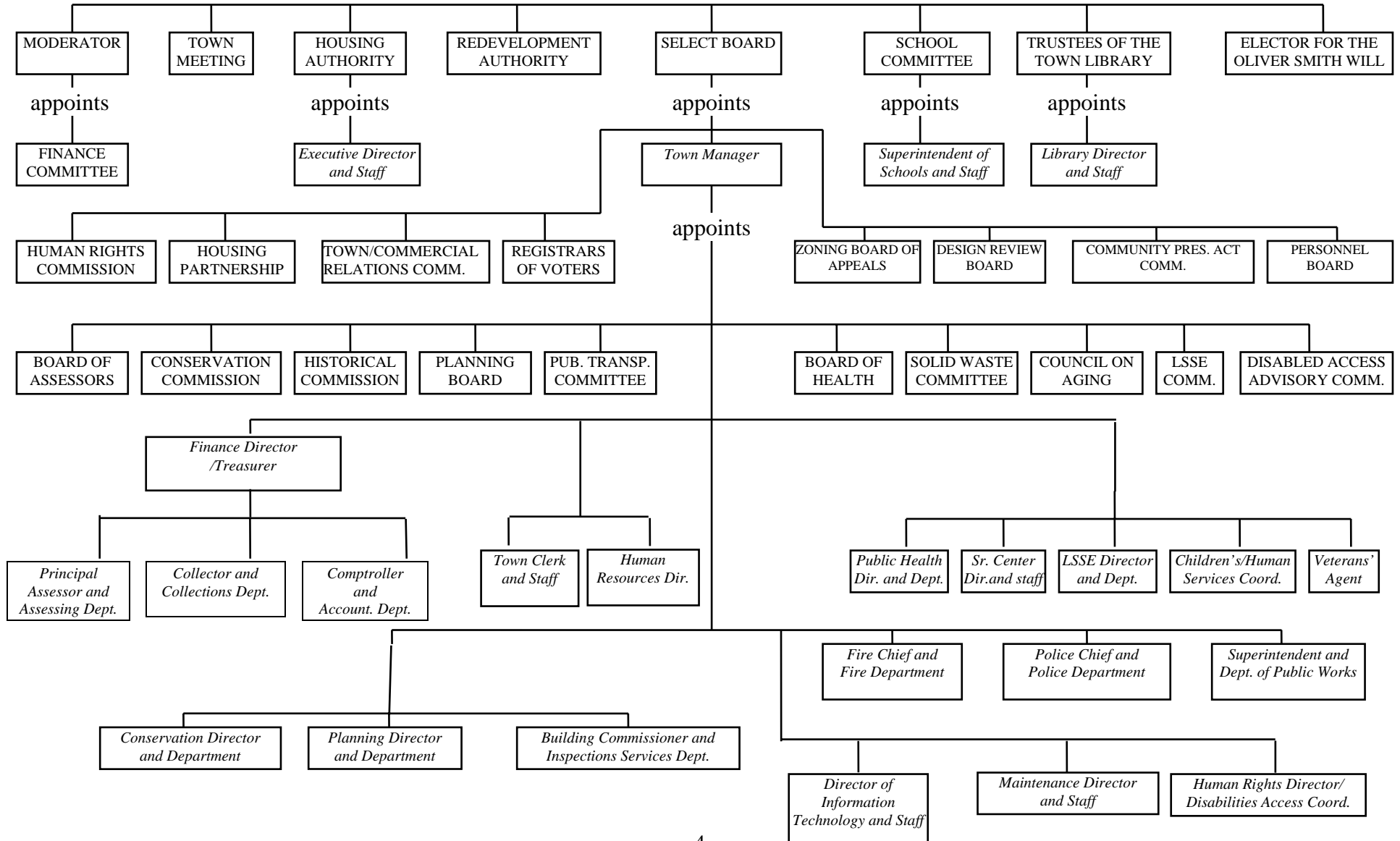
**TOWN OF AMHERST  
ORGANIZATION CHART (1/05)**

*Staff*

ELECTED AND APPOINTED BOARDS,  
COMMISSIONS AND COMMITTEES

VOTERS

elect



**KEY:**

+ Retired  
 ++ Laid Off  
 \* Resigned  
 \*\* Deceased

\*\*\* Leave of Absence  
 @ Transferred  
 @ @ Position Eliminated

**APPOINTED MUNICIPAL EMPLOYEES****ADMINISTRATION AND FINANCE****SELECT BOARD**

Weston, Gail Administrative Assistant

**TOWN MANAGER**

Barry L. Del Castilho Town Manager  
 Karpinski, Joyce Assistant to the Town Manager  
 Lass, Elizabeth Administrative Assistant

**FINANCE DEPARTMENT**

+Nancy Maglione Director Administration & Finance  
 +Norma Lynch ★★ Treasurer/Collector  
 Boucher, Cheryl A. Asst. Treasurer

**ACCOUNTING**

Sonia R. Aldrich Town Accountant  
 \*Rogala, Maria Asst. to the Accountant  
 Bowser, Holly Asst. to the Accountant

**Customer Service Assistant II**

Fleurent, Theresa M. ★★ Littmann, Kim

**COLLECTOR**

Claire E. McGinnis Collector  
 Loven, Jennifer Asst. Collector

**Customer Service Assistants**

Cary, Cynthia Masloski, Susan  
 \*Moran, Thomas Pollard, Kathleen M.  
 Ricker, Melissa Srey, Lauren

**ASSESSORS**

David Burgess Principal Assessor

**Administrative Assistants**

Bouthillette, Theresa Turati, Lori

**INFORMATION TECHNOLOGIES**

Kristopher Pacunas Director  
 Soucie, David Network Administrator  
 Racca, Maria R. Financial Analyst  
 Dudkiewicz, Richard Network Systems Specialist

**HUMAN RESOURCES**

+Kay Zlogar Director

**HUMAN RIGHTS**

Eunice Torres Director

**TOWN CLERK**

Maciaszek, Anna M. Town Clerk  
 \*Chamberlain, Dianne Customer Service Assistant  
 Olanyk, Patricia J. ★ Customer Service Assistant

**PUBLIC SAFETY****FIRE DEPARTMENT**

Keith E. Hoyle Chief  
 West-Davis, Vera Management Assistant II

**Assistant Chiefs**

Stromgren, Lindsay E. Zlogar, Michael V.

**Captains**

Briere, Roland D. ★★★★★ Childs, Gary A.  
 Johnson, James B. Masloski, Timothy S. ★★  
 McKay, Donald R. Miner, David P.  
 Olmstead, Jeffrey D. Sterling, Brian C. ★★ ★

**Firefighters**

Adair, Robert W. Jr. Bascomb, Christopher  
 Bennett, David Clooney, David  
 Cooper, Justin G. Cowles, Robert B.  
 Cox, Wardwell Delude, Chad  
 Dion, David J. Doherty, Charles  
 \*Donahue, Derrick Dunn, William T. ★ ★  
 Gianetti, Lee P. Gillispie, George ★  
 +Hannum, John S. ★★ ★ Ingram, John S. ★  
 Kennedy, John P. Klaus, William B. Jr. ★★ ★  
 Martell, David Masloski, Christopher  
 Olmstead, Heidi Parr, Jeffrey F.  
 Roe, Sarah M. Roy, Michael  
 Ryczek, Ronald E. Sell, Jennifer  
 Shanley, Joshua Snowden, James ★  
 Szewczynski, Michael Tebo, Lawrence  
 Theilman, Paul \*Young, Leigh

**CALL FORCE**

Mientka, Edward Deputy Chief

**Captains**

Gladu, Kevin Mears, Richard

**Lieutenants**

Hawkins, Michael Lindberg, Kristen A.  
 Merritt, Nathan A.

**Firefighters**

Antik, Hadley Arbour, Bruce T.  
 \*Cummings, Mary E. Gladu, Daniel  
 \*Holt Hawthorne, Brian Katherine E. Kelly  
 Lane, Amy Liberatore, Marc  
 \*Looze, Bryan D. Oppenheimer, Trudy C.  
 \*Parker, Ned Patteson, David  
 Prather, Christopher Webster, William B.  
 Willey, Ryan \*Wojtowicz, Nicholas P.

**POLICE DEPARTMENT**

Charles L. Scherpa Chief  
 \*\*Grimm, Gretchen Administrative Assistant  
 Osborne, Gail P. Administrative Assistant  
 \*Dean, Samuel L. Information Specialist  
 Jolie, Joy Records Clerk

**Captains**

Kent, Michael R. Sullivan, Timothy M. Jr. ★★★★★

**Lieutenants**  
 Gundersen, Jennifer A. Livingstone, Scott P.  
 O'Connor, Robert J. Young, Ronald A.

**Sergeants**  
 Knightly, David R. ★★ Koski, William J.  
 Menard, William N. Millar, Jerry ★★ ★  
 Nelson, Charles H. Pronovost, Christopher G.  
 Sullivan, Michael D.

**Patrol Officers**  
 Arocho, Jesus Batchelor, Frank W.  
 Bonnayer, Jeannine Chudzick, John M.  
 Daly, Brian C. Damouras, James A.  
 Donah, Matthew Epiceno, Sabino S.  
 Foster, David W. Geary, Douglas J.  
 Guzik, Gary W. Jackson, Glenn M. ★  
 Johnson, Brian Johnson, Janet  
 Johnson, Michael A. Knightly, Christina  
 Lang, Todd S. Laramée, William R.  
 MacLean, Richard Magarian, Jamie  
 Matusko, Brian T. McNeal, Adam R.  
 Newcomb, Linda ★★ \*Oowski, Jill  
 Pinkham, David L. Reardon, Jamie P.  
 Rhoades, David A. ★ Rivera, Carlos  
 Scott, Michael Seymour, Brandon M.  
 Thurston, Scott C. Ting, Gabriel  
 Tivnan, Jared R. Walsh, Stephen C.  
 Williams, Keller W. Wise, Gregory D.

**Special Police Officers**  
 Dzwonkowski, Mitchell Gedmin, John P.  
 Thayer, Donald E. Wysocki, Walter J.

**ANIMAL WELFARE**  
 Carol Hepburn Animal Welfare Officer

**COMMUNICATIONS CENTER**  
 Rita K. Burke ★ Director

**Emergency Dispatchers**  
 Alvaro, Jessica Cicia, Joshua  
 Curtin, Michael Dzialo, Mary A.  
 Dodge, Elizabeth Gleason, Kevin P.  
 \*Guzik, Jennifer \*Lalumiére, Maurice  
 Misiazek, Ann L. \*Turcotte, Trudy  
 Worthley, William B.

**PARKING ENFORCEMENT**  
**Enforcement Officers**  
 Hrasna, Malissa MacMahon, Thomas  
 Wheeler, Willie J.

**MAINTENANCE/CUSTODIAL STAFF**  
 + Edward R. Markert, Jr. Maintenance Director  
 Raymond Lemek Maintenance Director

**Building Supervisors**  
 Fuller, Richard A. ★ Mosakewicz, James K.

**Building Assistants**  
 Chalmers, Thomas P. ★★ Cormier, Debra R.  
 Decker, Mary G. ★★ Thun, Robert

## PLANNING AND CODE ENFORCEMENT

**CONSERVATION DEPARTMENT**  
 +Peter Westover Conservation Services Director  
 Ciccarello, Stephanie Wetlands Technician  
 Ciesla, Tammy Land Management Assistant  
 McKinnon, David C. Asst. Land Manager  
 Davis, Bridget Secretary II

**INSPECTION SERVICES**  
 Bonita Weeks Building Commissioner  
 Lynch, Lorraine ★★ ★★ Administrative Assistant  
 Choiniere, Paul E. Wire Inspector  
 French, Andrew K. Plumbing Inspector  
 Staples, George W. Jr. Gas Inspector

**Building Inspectors**  
 \*Laporte, Brien Snow, Mark A.  
 Waskiewicz, David

**PLANNING DEPARTMENT**  
 Robert Mitchell Planning Director  
 Tucker, Jonathan Senior Planner  
 Krzanowski, Susan T. ★★ Management Assistant I

**Associate Planners**  
 Brestrup, Christine M. la Cour, Niels

## HUMAN SERVICES

**COUNCIL ON AGING**  
 \*John Clobridge Council on Aging Exec. Director  
 Erman, Karen Management Assistant II  
 +Taylor, Barbara Secretary  
 +Vanhoutte, Maureen F. Secretary II  
 Plante, Maura E. Congregate Housing Coordinator

**Program Directors**  
 Pagano, Nancy +Slovin, Barbara

**HEALTH DEPARTMENT**  
 Epi Bodhi ★★ Health Director  
 Federman, Julie Nurse  
 @ @Barnett, Marlene Tobacco Control  
 Srey, Lauren Outreach Worker  
 Zarozinski, David ★★ Sanitarian  
 Dion, Thomas H. Health Inspector  
 Kydd, Kelli Secretary II

**CHILDREN'S SERVICES**  
 Roy Rosenblatt Children's Services Director

**VETERANS' SERVICES**  
 Roderick Raubeson ★★ Veterans' Agent &  
 Graves Officer

**LEISURE SERVICES & SUPPLEMENTAL EDUCATION**  
 Linda L. Chalfant Director  
 Kushi, Laurel Administrative Assistant

**Program Directors**  
 Bilz, Barbara J. Brandts, John R.  
 Ezzell, Celinda Stoia, Stephen J. ★

**Program Assistants**  
 Lecuivre, Anastasia Johnston, Kristen B.  
**Management Assistants**



Moskalski, Erika                      Dumpson, Michael

#### **Customer Service Assistants**

Desmarais, Patrice                      Roy, Donna

#### **CHERRY HILL GOLF COURSE**

Daniel Engstrom★★                      Golf Course Manager  
Diggins, John II                      Land Management Assistant

#### **JONES LIBRARY**

Bonnie Isman	Library Director
Radosh, Sondra	Asst. Director
Kimball, Tevis	Curator: Special Collections
Girshman, Beth	Adult Services Librarian
Anaya, Amy	Circulation Librarian
Spiegel, Marjorie N.	North Amherst Librarian
Hugus, Susan	Munson Memorial Librarian
Platt, Carolyn B.	Cataloger
Allan, Henry	Computer Technician
Swift, Tina	Management Assistant II
Weintraub, Lynne	ESL Coordinator
Rothberg, Seth	Circulation Supervisor
Verts, Catherine	Audiovisual Specialist
Boyle, Cathy	Special Collections Specialist
Imbimbo, John E.	Building Maint. Supervisor
Holbrook, Laurie	Clerk/Receptionist

#### **Reference Librarians**

Loomis, Rosemary★                      +Peterson, Pauline

#### **Library Assistants**

Atteridge, Theresa I.	Brinkerhoff, Sylvia
Gilfeather, Margot M.	Lincoln, Judith★★
Lytle, Ron'na	Pyfrom, Joan
Stokes, Lace	White, Christine H.

#### **Building Maint. Assistants**

Otero, Miguel A.                      Power, John

#### **PUBLIC WORKS**

##### **ADMINISTRATION**

Guilford B. Mooring, II	Superintendent of Public Works
Pariseau, Robert	Water Resources Director
Skeels, Jason	Town Engineer
Dethier, Paul G.	Jr. Civil Engineer
Violette, Kurt R.	Crew Supervisor/Asst to Supt.
Moore, Michael K.	Electrician
McNamee, Cheryl A.	Assistant to the Superintendent
Murphy, Nancy M.	Secretary II

##### **EQUIPMENT MAINTENANCE**

Raskevitz, Paul D.★★★★	Division Supervisor
MacDonald, Robert	Mechanic
Willis, Rodney W.★	Maintenance Worker

##### **HIGHWAY DIVISION**

Field, John	Division Director
Banks, Timothy	Roadway Sign & Paint Technician
Waterman, Thomas R.★★	Maintenance Worker
+Langevin, Harvey A. Jr.	Laborer

#### **Senior Crew Supervisors**

Isabelle, Kenneth                      Loven, Matthias

#### **Equipment Operators**

Boucher, John	Drake, Charles III★★★
Longto, Keith	Stacy, Gary L.
Woynar, Mark	+Zakaitis, Robert, Sr.

#### **Skilled Laborer/Truck Drivers**

Bardwell, Erik	Carlson, Peter
Gormely, Patrick M.	Sampson, Kevin

#### **LANDFILL AND RECYCLING**

++Holstein, Carolyn	Recycling Coordinator
Barnett, Marlene	Recycling Coordinator
Telega, Steven	Facilities Supervisor
O'Brien, Timothy	Equipment Operator

#### **PARKS AND COMMONS**

Orrell, David	Division Supervisor
Zakaitis, Robert Jr.	Maintenance Worker
Kosloski, Todd	Equipment Operator
Bardwell, Jason	Skilled Laborer/Truck Driver
Doubleday, Robert	Laborer

#### **TREE CARE AND PEST CONTROL**

LaFountain, Daniel	Division Supervisor
Cormier, Ronald J.	Tree Maintenance Worker
Mitchell, Stanley	Skilled Laborer/Truck Driver

#### **WASTEWATER TREATMENT PLANT & PUMPING STATION**

Laford, James★★★★	Division Supervisor
Felton, Frederick C.	Mechanic/Supervisor
Dunbar, Linda	Lab Technician
Knightly, Brian	Maintenance Worker

#### **Crew Supervisor/Operators**

Jordan, James                      Klimczyk, Duane  
\*Kurpaska, Daniel J.

#### **Mechanics**

Coombs, Russell                      Crowley, John L.

#### **Plant Operators**

Leal, Keith A.                      Miraglia, Joseph J.★★  
Ritter, Harry

#### **WATER DIVISION**

Osborne, Jeffrey C.	Division Director
Feltovic, Stephen	Division Supervisor
Luippold, Thomas	Treatment Operator II
Clark, Henry D.★★★	Meter Reader

#### **Maintenance Workers**

Bowser, Jeffrey                      Hagar, Darryl

#### **Treatment Operators**

Call, Stephen                      Orrell, Robert J.★  
Szwed, Michael★★

#### **Skilled Laborer/Truck Driver**

Bartus, Kenneth                      Joyce, Greggory

★                      Denotes recognition of 10 years of service.  
★★                      Denotes recognition of 15 years of service.  
★★★                      Denotes recognition of 20 years of service.  
★★★★                      Denotes recognition of 25 years of service.  
★★★★★                      Denotes recognition of 30 years of service.  
★★★★★★                      Denotes recognition of 35 years of service.

<p align="center"><b>TOWN OF AMHERST COMMITTEES AND BOARDS</b> <b>FY 04</b></p>
---

**KEY:**

SB = Select Board Appointment	G-A = Governor Appointee
TM = Town Manager Appointment	LE = Left Employment
M = Moderator Appointment	LOA= Leave of Absence
CC = Conservation Commission	R = Resigned
Appointment	Ret = Retired
ALT = Alternate	TC = Term Completion
C = Chair	V-C = Vice Chair
D = Deceased	

**ELECTED OFFICIALS**

	<b><u>Elected</u></b>	<b><u>Expires</u></b>		<b><u>Elected</u></b>	<b><u>Expires</u></b>
<b><u>Amherst School Committee</u></b>			<b><u>Redevelopment Authority</u></b>		
Alisa Brewer	2002	2005	<i>Staff Liaison: R. Mitchell (LE), J. Tucker</i>		
Elaine Brighty (C)	1999	2006	Larry Kelley (G-A)	1997	2005
Andrew Churchill	2004	2007	Nathan Salwen	1997	2005
Thomas Flittie	2004	2007	Carl Seppala	1997	2008
Barbara Love (TC)	1998	2004	John (Curt) Shumway	1996	2006
Vladimir Morales	1996	2006	Frances VanTreese	1994	2009
Anthony Rogers (TC)	2000	2004	<b><u>Select Board</u></b>		
<b><u>Elector, Oliver Smith Will</u></b>			Anne Awad	2000	2006
David Farnham	1994	2005	Robie Hubley	2003	2007
<b><u>Housing Authority</u></b>			Dolly Jolly (TC)	1998	2004
Judith Brooks	1994	2005	Eva Schiffer (V-C)	1996	2005
Judy Collins	2001	2006	Carl Seppala (C)	1999	2005
Peter Jessop	1999	2009	Gerry Weiss	2004	2007
Joan Ross Logan (C)	1981	2005	<b><u>APPOINTED POSITIONS</u></b>		
Stephan Rogers (G-A)	2002	2007	<b><u>Appointed</u></b>		
<b><u>Jones Library Trustees</u></b>			<b><u>Amherst Cultural Council (SB)</u></b>		
Willis Bridegam (V-P)	2004	2007	<i>Staff Liaison: S. Radosh</i>		
Ann Grose	2003	2006	Anne Burton		2002
Maureen O'Leary	2002	2005	Charles Hopkins		1999
Anita Page (Pres.)	2002	2005	Carol Johnson (TC)		2000
Arthur Quinton (TC)	1990	2004	Mary Elizabeth Manz		2002
John Roberts (TC)	1987	2004	Howard Sonoda		2001
Emily Silverman (TC)	2000	2003	Jean Stone		2004
Merrylees Turner	2003	2006	Fran Wall (C)		2001
Kathleen Wang	2004	2007	<b><u>Amherst Farm Committee (SB)</u></b>		
<b><u>Moderator</u></b>			<i>Staff Liaison: P. Westover</i>		
Harrison Gregg	1994	2005	Leslie Cox		2002
			Ruth Hazzard		2004
			Linda Hess		2003

	<u>Appointed</u>
John Ingram	2001
Dan Kaplan	2001
David Kaston	2004
Edward Maltby (TC)	2001
Frank McNerney (TC)	2002
Mark Power	2000
Bob Saul	2003
Patricia Wagner	2000

**Amherst/La Paz Centro, Nicaragua Sister City Committee (SB)**

Dean Allen (TC)	1998
Cynthia Asebrook	2001
Page Bancroft	1987
Ellen Bollier (C)(TC)	2001
Jeannie Jones	1999
Charles Milch	2004
Nancy Milch	2004
Susan Morrello (TC)	2001
Mary Rives	2002
Mary Santiago	2000
Lyle Seger	2003
Anne Stanek	2004
Edward Stanek	2004
Faythe Turner	1987

**Aquifer Protection Committee (TM)**

<i>Staff Liaison: B. Pariseau, G. Mooring</i>	
Chadwick Johnson	1995
Stephen Mabee (C)	1993
Michelle Matteo	2002
Ward Motts (Assoc.)	1999
W. Jesse Schwalbaum	1997
Lyons Witten	1999

**Assessors, Board of (TM)**

<i>Staff Liaison: D. Burgess</i>	
Arthur Dahowski (C, R)	1999
Kelly Erwin	2002
Jane Kaufman-Balis	2004
Connie Kruger	2004
Michael Sullivan (TC)	1998

**Cable Advisory Committee (TM)**

<i>Staff Liaison: R. Rosenblatt</i>	
Paul Bobrowski (TC)	2003
Dennis Bromery	2001
Carlton Brose	2003

	<u>Appointed</u>
Irving Rothberg	2000
Bill Venman (C)	2003
Walter Wolnik	2003

**Cherry Hill Financial Evaluation Task Force (TM)**

<i>Staff Liaison: N. Maglione (Ret)</i>	
Winthrop Foster (TC)	2002
Jon Hite (TC)	2002
Mark McDonald (TC)	2002
Craig Meadows (TC)	2002
Brian Morton (TC)	2002

**Cherry Hill Advisory Committee (TM)**

<i>Staff Liaison: P. Westover</i>	
Youssef Fadel	2002
Jon Hite	2003
Nancy Huntley	2003
Cinda Jones	2003
Mark McDonald	2003
Sam Killings (TC)	2000
Craig Meadows	2002
Janet Pynchon (TC)	1999

**Comprehensive Planning Commission (SB)**

<i>Staff Liaison: R. Mitchell (LE), N. la Cour</i>	
Alisa Brewer (C)	2000
Stephen Freedman (TC)	2001
Arnold Friedmann	2002
Robert Grose	1997
Aaron Hayden	2004
Karen Jones (R)	2002
Douglas Kohl	2002
John Kuhn (C - TC)	1997
Joanne Levenson	2001
Arthur Mange (TC)	2002
Frank McNerney (TC)	2002
Nicki Robb	2004
Alan Root	2002
Mary Scipioni	2004
Arthur Swift (TC)	2001
Merrylees Turner	2002
James Wald	2004
Stan Ziomek	2004

**Conservation Commission (TM)**

<i>Staff Liaison: P. Westover</i>	
John Gerber	2002

	<u>Appointed</u>
Bruce Griffin	2003
Francesca Maltese (C)	2001
Eleanor Manire-Gatti	2002
Barbara Mitchell	2000
Nicki Robb	2003
Otto Stein	2002

#### **Council on Aging (TM)**

*Staff Liaison: J. Clobridge*

Allan Byam	2003
Janice Denton (TC)	1998
Elsie Fetterman	2002
Jean Haggerty (Co-C)	2002
Doris Holden	2004
Joan Keochakian	2004
Frank Lattuca	2003
Elizabeth Massey (R)	2002
Doris Mundo (R)	2002
Henry Peirce	2002
Barbara Sutherland	2004
Susan Whitbourne	2004
Sara Wolff (Co-C, TC)	2001

#### **Design Review Board (SB)**

*Staff Liaison: J. Tucker*

David Dillon (TC)	1998
Erica Gees	2001
David Henion	2000
Alex Kent	2002
Ludmila Pavlova-Gillham	2001

#### **Disability Access Advisory Committee (TM)**

*Staff Liaison: E. Torres*

Eli Cooper	2003
Neil Davidson	2002
Becky Hurwitz	2001
Pamela Ledoux	2003
Madeline Peters	2004
Jean Smyser	2001
Jana Sorge (R)	2001
Deb Waldron (C)	2001

#### **Eastern Hampshire Regional Refuse**

##### **District Board of Supervisors (SB)**

Paul Rothery	1994
Stanley Ziomek	1995

#### **Economic Development and Industrial Corporation**

*Staff Liaison:*

Hill Boss (TC)	2000
Frank Cannon	1997
Adrian Magrath	1997
Richard Mudgett	1997
Paul Rothery (V-C)	1997
William Stapleton	1998
Jane Weisner (C)	1997

#### **Fence Viewer (TM)**

Robert Romer	1984
--------------	------

#### **Field Driver (TM)**

Carol Hepburn	2003
---------------	------

#### **Finance Committee (M)**

*Staff Liaison: N. Maglione (Ret), J. Musante*

Marilyn Blaustein	2003
Carlton Brose	1998
Alice Carlozzi (C)	1993
Michael Mascis	2000
Matthieu Massengill	2002
Kay Moran	2004
Brian Morton	1996
Arthur Swift (TC)	2001

#### **Fire Station Committee**

*Staff Liaison:*

Larry Archey	2004
John Coull	2004
Lynn Griesemer (C)	2004
Legrand Hines	2004
Edward Mone (V-C)	2004
Kay Moran	2004
Victor Zumbruski	2004

#### **Hampshire Co. Local Emerg. Plng.**

##### **Committee**

Michael Kent	2000
Paul Lawler (Alt)	1998
Michael Zlogar	1998

#### **Health, Board of (TM)**

*Staff Liaison : E. Bodhi*

Michael Davis (TC)	2000
Nancy DiMattio	2004

	<u>Appointed</u>
Sarina Ergas	2002
J. Stephen Hickman	1999
Ellen Leahy-Pile	2003
Orlando Sola-Gomez (TC)	1998

#### **Historical Commission (TM)**

*Staff Liaison: J. Tucker*

Sharon Carty	2000
Donald Frizzle (C, R)	1994
Edith Nye MacMullen	2001
Paul Norton	2003
Caroline Olson	2003
Max Page	2001
Jean Thompson	2003
James Wald	2002

#### **Housing Partnership/Fair Housing Committee (SB)**

*Staff Liaison: R. Mitchell*

Audrey Child	1998
Hwei-Ling Greeney	2004
Nancy Gregg (C)	2003
Joan Lindeman (R)	2000
Mariana Luz (R)	2000
Carol Moskowitz	2004
Pennington Pitts	1999
Claude Tellier	2004
Franklin Wells	2002

#### **Human Rights Commission (SB)**

*Staff Liaison: E. Torres*

Magda Ahmed	2003
Samia Elshallali	2003
Frank Gatti	2002
Mohamed Ibrahim (R)	2002
Rafael Lopez-Sanchez	2003
Rachel Machta	2004
Dorothy Merriam	2004
Emily Owens	2004
Kirsty Spence (R)	2002
Reynolds Winslow	1999
Joseph Wronka	2002

#### **Human Services Funding Committee (SB)**

*Staff Liaison: R. Rosenblatt*

Hilda BenEzra	2004
Carol Berry	2003
Paulette Brooks	2004

	<u>Appointed</u>
Mary Jane Laus	1998
Roger Lind (TC)	2001
Carol Rothery	1998

#### **Kanegasaki Sister City Committee (SB)**

*Staff Liaison: B. Del Castillo*

Edward Alford	2000
Nancy Bess	2004
Denise Boyd	2004
Florence Boynton	2000
Abbie Jenks	1999
Alex Kent	2001
Byron Koh (C)	1999
Nancy Pagano	2000
Carolyn Platt	2002
Susan Quick (TC)	1999
Earline Robinson (D)	2000
Joan Snowdon (R)	1999
Yuko Takahashi	2002
Masako Takeda (TC)	2000

#### **LSSE Commission (TM)**

*Staff Liaison: L. Chalfant*

Peter Blier	2004
Kathleen Ford (C)	2000
Karen Stevens	2000
Shobana Venkataraman	2000
Stan Ziomek	2000

#### **Measurer of Wood (TM)**

*Staff Liaison: B. Weeks*

Paul Jones (TC)	1983
-----------------	------

#### **Munson Memorial Building Trustees (TM)**

*Staff Liaison: N. Markert (Ret), B. Del Castillo*

Johannes Brongers	2003
Leslie Cox (R)	2001
Betsey Johnson	1998
Claudia O'Brien	2001

#### **Parking Commission (SB)**

*Staff Liaison: N. Maglione (Ret), J. Tucker*

Sarah Fischer	1992
Peter Grandonico	1992
Barry Roberts	2001
Margaret Roberts (C)	1994

	<u>Appointed</u>
Jean Smyser	2001
Elizabeth Trahan	1993
Tracy Zafian	2003

#### **Personnel Board (SB)**

*Staff Liaison: K. Zlogar*

Anita Page (TC)	2002
Flo Stern	2004
Jo-Anne Vanin	2000
Kathleen Wange	2004
Victor Zumbruski	1999

#### **Planning Board (TM)**

*Staff Liaison: R. Mitchell (LE), J. Tucker*

Sara Berger (VC) (TC)	1998
Paul Bobrowski (C)	2001
Christopher Boyd	2003
Adrian Fabos	2000
Aaron Hayden	2003
Elizabeth Hyman	2003
David Kastor	2002
Carl Mailler	2004
Frank McNerney (TC)	2002
Caroline Olson (TC)	2000
Pamela Rooney (C)	1999
Mary Scipioni	2004

#### **Public Art Commission (SB)**

Petula Bloomfield	2002
Edith Byron (C) (TC)	1994
Peggy Cole-Wood	2001
Gretchen Fox	2002
Mary Klaes	2004
Carol Lee	2000
Carol Pope	2004
Terry Rooney	2004
Bernice Rosenthal (TC)	2000
Lora Simon	2002

#### **Public Transportation (SB)**

*Staff Liaison:*

Richard Alcorn	2004
Eli Cooper	2000
Molly Falsetti	2001
Karen Jones (TC)	1999
Van Kaynor	2000
Carol Ryan	2004
Alex Von Braun (R)	2003

	<u>Appointed</u>
Franklin Wells	2004
Ted White	2004
Walter Wolnik	2001
Tracy Zafian	2001
Doug Geary (Police Liaison)	

#### **Public Works Committee (SB)**

*Staff Liaison: G. Mooring*

Michael Cann	1998
Robert Crowner	2004
Doug Lowing	2004
Vince O'Connor	2004
Steve Puffer	1989

#### **Registrar of Voters (SB)**

*Staff Liaison: A. Maciaszek*

Doris Holden	1998
Robert McAllister	1993
Gladys Rodriguez	1995

#### **Solid Waste Committee (TM)**

*Staff Liaison: G. Mooring*

Allen Harvey	2001
Pat Church (V-C)	1997
Herman Eichstaedt (TC)	2001
Joan Logan	2001
Marianne Lorenzelli	2001
Alan Snow (C) (TC)	2000
Margaret Vickery	2003

#### **Town/Commercial Relations Committee (SB)**

*Staff Liaison: J. Tucker*

Bruce Carson (V-C)	1999
Peter Grandonico Jr.	2002
Gerald Jolly	2001
Cinda Jones	2002
Mark Parent	2002
Barbara Ritter (TC)	1998
Barry Roberts (C)	1999
Nick Seamon	2002

#### **Town Meeting Coordinating Committee**

*Staff Liaison:*

Paul Bobrowski	2004
Zachary Bouricius	2004
Harry O. Brooks	2004
Nancy Gordon	2004

	<u>Appointed</u>
Irving Rothberg (C)	2004
Marcie Sclove	2004
Otto Stein	2004

#### **Town Meeting Family Care Study**

##### **Committee**

<i>Staff Liaison:</i>	
Frank Gatti	2004
Sterling Hopkins	2004
Mariana Luz	2004
Mary Rives	2004
Ann Woodbridge	2004

#### **Zoning Board of Appeals (SB)**

<i>Staff Liaison: L. Faye (LE), C. Brestrup</i>	
Marc Cohen (Co-C, TC)	1998
Barbara Ford (ALT)	2003
Joan Golowich (ALT)	2003
Brenna Kucinski (ALT) (TC)	2001
Susan Pynchon	2004
Edward Rising	2002
Thomas Simpson	2000
David Stowell	2004
Zina Tillona (C)	1998

### **OTHER APPOINTMENTS**

#### **Eastern Valley Water Protection**

##### **Committee**

Guilford Mooring	2002
------------------	------

#### **Mount Holyoke Range Advisory**

##### **Committee**

(State Appointment)	
Elisa Campbell	1997

#### **Pioneer Valley Joint Transportation**

##### **Committee**

Guilford Mooring	2002
------------------	------

#### **Pioneer Valley Planning Commission**

Robert Mitchell (LE)	1992
Caroline Olson	2001

#### **Public Shade Tree Committee (CC)**

Herbert Bryan (TC)	
June George	

	<u>Appointed</u>
William Hutchinson (C)	
Alan Snow	

#### **Summit Land Use Task Force (SB)**

*Staff Liaison: B. Mitchell*

Elisa Campbell (Alt)	2003
Robert Grose	2003
Karen Searcy	2003

#### **Constables (TM)**

Clarence Babb	1987
Charles Bray	1991
James A. Broussard	2002
Ray Budde	2001
Mary Commager	1991
Michael J. Dubuc	2000
Mitchell Dzwonkoski	1998
Frederick C. Felton	2000
Martha Felton	2002
Betty J. Gagnon	1198
John P. Gedmin	1987
Jennifer A. Gunderson	2001
Carol Hepburn	2000
James Keedy	1995
Winthrop Kellogg	2002
Michael Kent	1990
David Knightly, Jr.	2000
William J. Koski	2002
Brien LaPorte	2003
Eddie W. Leverett	2002
Scott Livingstone	1989
Matthew Malo	2002
James E. McCarthy	2002
William N. Menard	2004
Joseph F. Mieczkowski	2002
Jerry Millar	1997
Charles H. Nelson, III	2000
Robert O'Connor	1989
Thomas J. O'Connor	2002
Kelly P. Olanyk	2002
Gregory Oravec	2002
Mark Perez	1999
Janice Peterman	1999
Christopher Pronovost	1994
James E. Roberts, III	2202
Thomas W. Robert	2002
Donald S. Robinson, Jr.	2002
Joseph Rocasah	2002

	<b><u>Appointed</u></b>
Michael S. Ross	2002
Thomas J. O'Connor	2002
Kelly P. Olanyk	2002
Gregory Oravec	2002
Mark Perez	1999
Janice Peterman	1999
Christopher Pronovost	1994
James E. Roberts, III	2202
Thomas W. Robert	2002
Donald S. Robinson, Jr.	2002
Joseph Rocasah	2002
Michael S. Ross	2002
Charles Scherpa	1987
Wayne Sedlak	2002
Wilbur Shumway	1987
Frederick C. D. Smead	2000
Theodore Smigiel	2002
Mark A. Snow	2003
Michael D. Sullivan	1993
Timothy M. Sullivan	1991
Donald Thayer	1987
Martha Townsend	1999
John B. Walsh	2000
Bonita J. Weeks	2003
Mark Wesoloski	2004
Willie J. Wheeler	1999
Walter J. Wysocki	1995
Ronald A. Young	1997
Victor J. Zumburski	2000





## TOWN OF AMHERST COMMITTEE RECOGNITION

The Town of Amherst relies on the energy and commitment of those citizens who participate each year on the many boards and committees that are an integral part of our form of government. These citizens volunteer their time and expertise to help improve the quality of life in our community. The Town is indeed fortunate to be able to depend on the hard work and dedication of its committee members. The following citizens have completed their service of at least two full, three-year terms.

### **SELELCT BOARD, TOWN MANAGER AND MODERATOR APPOINTEES:**

#### **Board of Assessors**

Michael Sullivan 1998 – 2004

#### **Board of Health**

Orlando Sola-Gomez 1998 – 2004

#### **Council on Aging**

Janice Denton 1998 – 2004

#### **Crocker Farm Building Committee**

Sandra Berkowitz 1998 – 2004

Carl Caivano 1998 – 2004

Marilyn Gonter 1998 – 2004

Alice Morse 1998 – 2004

Sandra Mullin 1998 – 2004

Carlton Pickron 1998 – 2004

Paul Wiley 1998 – 2004

#### **Design Review Board**

David Dillon 1998 – 2004

#### **Hampshire County Local Emergency**

#### **Planning Committee**

Paul Lawler 1998 – 2004

#### **Historical Commission**

Donald Frizzle 1994 – 2003

#### **Human Service Funding Committee**

Carol Rothery 1998 – 2004

#### **La Paz Centro, Nicaragua Sister City Committee**

Dean Allen 1998 – 2004

#### **Planning Board**

Sara Berger 1998 – 2004

Frank McNerney 1997 – 2004

#### **Public Art Commission**

Edith Byron 1996 – 2004

#### **Public Shade Tree Committee**

Herbert Bryan 1998 – 2004

#### **Zoning Board of Appeals**

Marc Cohen 1998 – 2004

## **SELECT BOARD**

Fiscal Year 2004

Two thousand four, like most years in Amherst, was a year of challenges, hard work, and progress. Transition was a theme that affected most issues the Board grappled with.

Early in the fiscal year, widespread anxiety prevailed about the ongoing state of Amherst finances, especially in view of the reduction of state and federal municipal support. Many people deeply involved in Town government worried about the depletion of Town reserves and the impact of shortfalls on the ability to cover anticipated increases in fixed and mandated costs, and to fund some positions and services into the next year or two. For several years there had been discussion about the need for an override of Proposition 2 1/2 to allow a higher than usual increase in property tax rates in Amherst.

The majority of the Select Board voted to place a “pyramid” override question (for a \$2 million or a \$2.5 million amount) on the March 30th ballot in the Annual Town Election instead of waiting until after the Town Meeting when most overrides are decided. The minority proposed that the decision on the need or size of an override be made later in the course of the state legislature's budget process when better information on municipal allocations would be available.

In the election, a \$2 million override of Proposition 2 ½ passed by 89 votes, 2258 to 2169. The \$2.5 million override did not pass. All members of the Select Board, the School Committees, and the Finance Committee expressed their appreciation to voters. The passage of the override eased the budget process during Town Meeting. At the end of the fiscal year, it appeared that state revenues might increase and the community continued to be divided as to the need for the full amount of the override.

In a special election in October 2003, Robie Hubley was elected to fill the vacancy on the Select Board that had been created by the resignation of Eddy Goldberg in March 2003.

In the Annual Town Election, on March 30, 2004, Robie Hubley was re-elected, and Gerry Weiss was elected to replace Dolly Jolly, who chose not to run after serving two terms. When the new Board convened, Anne Awad was elected Chair; Robie Hubley, Vice-Chair; and Gerry Weiss, Clerk.

Reforms initiated by a Town Meeting Improvement Committee were implemented with positive results for Annual Town Meeting. In a busy session, 40 articles were considered. A proposal for major replacement of downtown sidewalks and new sidewalks, funded by \$1.2 million in borrowing, had been defeated by the fall 2003 Town Meeting. The plan was brought forward again in the spring Town Meeting. The proposal was defeated again when a number of advocates for the disabled and elderly noted that the design was flawed and the new sidewalks would be difficult to navigate and there were concerns about borrowing for what should be regular maintenance. Town Meeting adopted a substitute motion, calling for a redesigned and phased sidewalk program, borrowing no more than \$250,000 in the first year, and funded thereafter, as far as possible, with capital or operational money. In June, the Select Board held a public hearing to invite public comment on design and priorities to assist the Department of Public Works to develop an implementation plan.

In another action, the annual Town Meeting authorized the Select Board to accept the property between North Pleasant Street, East Pleasant Street and Triangle Street to be known as Kendrick Park, and to remove the last remaining house on the property in accordance with their best judgment. It is hoped that the house will be sold and moved, rather than demolished.

In December 2003, the Board reopened the Town Manager's contract at his request. On a 3-2 vote, the Select Board approved a new three-year contract retroactive to July 1, 2003 and with a major increase in salary. The majority cited the Manager's performance, experience and increased responsibilities. The minority opposed reopening a contract that was not due for re-negotiation until July 2004 and granting a retroactive pay increase. They held that it was inappropriate to grant a significant raise to the Town Manager before negotiating a new contract when it was unclear if money would be available to fund existing services, and when the Town would be negotiating contracts for school and Town union employees. The Manager indicated that it would be his last contract and that he would be retiring in June 2006.

In a celebratory atmosphere, on May 17, 2004 – the day on which the Massachusetts Supreme Judicial Court's ruling affirming the constitutionality of same-sex marriage went into effect – applicants for same-sex marriage were welcomed to Town Hall and granted marriage licenses.

The Town continued securing key farmland parcels into the state Agricultural Preservation Restriction (APR) Program. Credit goes, as usual, to the patient efforts of Pete Westover, who worked on three key parcels. The state granted APR funding for the East Village (Hess) Farm, a genuine accomplishment, especially considering the state of Massachusetts' finances. To secure the agreement, the Town used Community Preservation Act funds of \$192,500, Valley Land Fund and the Kestrel Trust each contributed \$4,000, and private donations of \$22,000 were raised.

In November 2003, the Board approved a state-authorized early retirement benefit that helped with the FY 05 budget dilemmas but occasioned the loss of more than twenty employees, including a number of Department Heads and staff. The Board wishes to express its gratitude and congratulations to (alphabetically): Norma Lynch, Treasurer/Collector; Nancy Maglione, Director of Administration and Finance; Ned Markert, Maintenance Director; Pete Westover, Director of Conservation Services; and Kay Zlogar, Human Resources. The Select Board also expresses gratitude and best wishes to Bob Mitchell, Director of Planning, and John Clobridge, Director of Senior Services, who resigned later in the year.

Town government will be reshaped as we move forward to recruitment of seven department heads. For the Town, the search for and the transition to this new leadership team will demand cooperation, good judgment and support from staff and elected officials.

## **TOWN MANAGER'S REPORT**

Fiscal Year 2004

Several kinds of major changes emerged during Fiscal Year 2004, with financial challenges remaining constant, or worse, from last year.

One issue that seemed to have faded from the spotlight was parking, including the Boltwood Walk Parking Garage. Both the garage and the parking system seemed to be functioning well and were self-supporting, despite continued underutilization of the parking garage except at the busiest times of downtown activity.

The highlight of the summer was the collaboration among the Town, Schools and Tritons swim team to revitalize public use of the Middle School pool beginning in September rather than closing it, which had been threatened during the previous budget process. This effort both continued collaboration that had begun more than a year earlier with respect to Community Field and, in retrospect, foreshadowed even more joint management of Town and School facilities.

Town/Gown events also highlighted the year, beginning in the fall. The Town saw major improvements in the University's attention to student behavior issues, under the leadership of Vice-Chancellor Michael Gargano, as responses to students' fall parties and their reactions to a dramatic Red Sox-Yankees playoff series served to calm the spring party season (as well as reactions to the coming year's Red Sox triumph). A new Town/Gown agreement was signed, containing no significant specifics but representing a continued spirit of mutual respect and collaboration.

Personnel issues were in the forefront during much of the year, signaling the beginning of a major change in positions of high visibility. Jennifer Gundersen was promoted to Lieutenant, the first woman to reach a command staff rank in the Amherst Police Department. Anna Maciaszek was promoted to Town Clerk, yet another woman who began her tenure with the Town in a support role and earned several promotions leading to a department head position. But the flood tide of changes began when the Select Board authorized early retirement benefits that had been made available by the state as a way of saving money in tight financial times. Several department heads and others who had been vital elements of Town services and administration for many years chose to take advantage of that benefit and leave the Town: Human Resources Director Kay Zlogar, Conservation Director Peter Westover, Director of Administration and Finance Nancy Maglione, Collector/Treasurer Norma Lynch, Maintenance Director Ned Markert, Senior Center Social Services Director Barbara Slovin. All continued on a part-time basis to ease the Town's transition. Adding to the transition were the resignations, later in the year, of Council on Aging Director John Clobridge and Planning Director Bob Mitchell. A future change was also announced, as the Town Manager and Select Board agreed to a new, three-year contract for the Manager, ending in June 2006, which the Manager indicated would be his last.

The policy leadership of the Town and supervision of the Manager also changed, as Robie Hubley replaced Eddy Goldberg on the Select Board in October and Gerry Weiss replaced Dolly Jolly in March. Anne Awad became the Chair of the Select Board, also in March.

Despite all of those changes, the Fiscal Year 2005 budget process was the major issue of Fiscal Year 2004, as state revenue shortfalls (resulting from the continued economic downturn and the

impact of state and federal tax cuts) limited increases on local aid, on which the Town has always depended for its fiscal well-being. As it became clear that the budget situation would be even worse than in the previous year, the collaboration among Select Board, School Committee, Library Trustees and Finance Committee (and their administrators, and their counterparts in the other three towns in the Region) became even better than in the previous year. The major result of that process was approval of a \$2 million Proposition 2½ override at the Annual Town Election in March. As difficult as preparations of “No Override” budgets were (in case an override was not approved), the override vote avoided an even more gut-wrenching Town Meeting consideration of unprecedented budget cuts. Public transportation took unavoidable hits, with service cutbacks and new fares; but the Town found ways, with the help of UMass Transit’s Al Byam and the Public Transportation Committee, to mitigate some of the impacts, at least for one more year.

Town Meeting was not without a major issue to be decided. Downtown sidewalks replaced the parking garage as the issue which aroused the most passionate disagreements. Town Meeting approved a \$250,000 Select Board substitute for a \$1.2 million proposal that was recommended by many boards and committees. The issue would not end with that Town Meeting.

As FY 04 ended, it was clear that the Town would be facing a period of major adjustments in the coming year, with a “new” Select Board, major transition among department heads, another Charter vote, and yet another difficult budget process.

Barry L. Del Castilho, Town Manager

## **AQUIFER PROTECTION COMMITTEE ANNUAL REPORT**

Fiscal Year 2004

The Aquifer Protection Committee is charged with the responsibility of reviewing, discussing and providing recommendations to other Town boards on issues pertaining to the protection of aquifers in the Town of Amherst. The main concern of the Committee is safeguarding the integrity of the Lawrence Swamp Aquifer, which supplies approximately 50% of the potable water in Amherst. The Committee meets in a public meeting, when appropriate, to discuss technical issues related to the aquifers. These issues include: 1) review of proposed work plans by Tighe and Bond, the Town's water supply consultant; 2) design of water quality monitoring programs; 3) review and evaluation of consultant reports; 4) consultation to representatives from the DPW or the Conservation and Planning departments on policies and activities affecting land use change within the aquifer protection district and recharge area. We are also available for technical support at Town Meetings when needed. We occasionally become involved in special projects in cooperation with faculty and students from one of the local colleges. We oversee and provide guidance on any project that involves investigation of the Town's groundwater resources. The Committee is comprised of four professional hydrogeologists and two laypersons.

The Committee met on December 17, 2003 to discuss updates on the following three issues: 1) Sewer Master Plan; 2) GIS mapping of the Lawrence Swamp Aquifer; and 3) results of water quality testing in aquifer monitoring wells. Members present at the December 17, 2003 meeting included Stephen B. Mabee, chair; Lyons Witten, Jesse Schwalbaum, Michelle Matteo, Chad Johnson, and Ward Motts. Also present were Bob Pariseau, Director of Water Resources and Jason Skeels, Town Engineer.

**Sewer Master Plan** – The Committee reviewed a draft of the sewer needs assessment prepared by Camp, Dresser and McKee (CDM). The Committee provided recommendations to the Town on December 23, 2003. The Town forwarded these recommendations to CDM for inclusion in the assessment.

**GIS Update** – Jason Skeels gave the Committee an update on the status of GIS mapping and database preparation as it relates to the Lawrence Swamp Aquifer and surrounding area. Work is progressing well and the Committee is satisfied with the quality of the database being prepared.

**Results of Water Quality Testing of Aquifer Monitoring Wells** – The Committee reviewed the latest round water quality test results from the aquifer-monitoring program. This is a monitoring program that was set up to evaluate the quality and general health of the aquifer. All results indicate that the aquifer is in good health.

Respectfully submitted,

Stephen B. Mabee

## ASSESSOR'S OFFICE

Fiscal Year 2004

Fiscal year 2004 brought changes in assessment practices. A new law, the Hopkinton Bill, became a mandate instead of a local option and the Department of Revenue, in response to dramatic market changes, now makes all cities and towns adjust assessments on a yearly basis. This effectively means that a revaluation of properties will happen every 12 months.

The Hopkinton Bill now means that assessors must assess and bill new construction based on the date of the occupancy certificate and issue pro-rated bills. The Town issued 38 bills for a total of \$61,889.00 in FY 04.

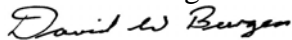
In the Assessor's office we have implemented a Public Access Geographic Information System Terminal. This has been very popular with professionals and the general public.

The office also saw a change in the makeup of the Board. Arthur Dahowski stepped down in May and was replaced by Constance Kruger. Arthur left to reside in Greenfield. We thank him for his years on the Board and wish him well.

Michael Sullivan also left the Board on June 30<sup>th</sup> after two three-year terms. We would also like to thank Mike for his time on the Board.

It should be noted that being on the Board of Assessors requires at least a week-long class to satisfy Department of Revenue requirements and acquire basic knowledge of assessment practices. These individuals all gave up their time without being paid.

David W. Burgess



Principal Assessor

## **FY 04 TAX RATE RECAPITULATION**

(A) Class	(B) Levy Percentage	(C) Levy by Class	(D) Valuation Class	(E) Tax Rate (C)-(D) X1000(A)
Residential	87.9905%	22,750,348.88	1,307,490,907	17.40
Open Space				
Commercial	8.8455%	2,287,044.75	131,439,493	17.40
Industrial	0.2712%	70,120.01	4,029,700	17.40
Personal Prop.	2.8928%	747.946.76	42,985,900	17.40
TOTAL	100.00%		1,485,946,000	*****

### **AMHERST BOARD OF ASSESSORS FY 04 ANNUAL REPORT**

(7/1/03 - 6/30/2004)

The Amherst Board of Assessors held 12 public meetings during FY 04. Board activities associated with these meetings are summarized in the following report. Details on the information in this report can be found in the minutes of the Board of Assessors meetings.

### **REAL/PERSONAL PROPERTY TAX**

#### **Commitments/Warrants**

The Board signed summary FY 04 property tax commitments and water/sewer warrants for the following:

Real Estate Tax	\$25,107,505.79
CPA	\$ 154,689.64
Personal Property	\$ 747,954.66
Water Liens Interest	\$ 6,434.17
Water Liens	\$ 59,800.99
Sewer Liens	\$ 54,144.09
Sewer Liens Interest	\$ 5,853.59
Rollback Tax	\$ 14,212.09
Forest Products Tax	\$ 816.82

#### **Abatements**

Of 62 applications for abatement in FY 04 real/personal property tax, 46 were approved for some reduction in tax and 16 were denied any abatement, 19 of the applications were for single family homes.

#### **Personal Exemptions and Deferrals**

The Board signed a form that was submitted to the Department of Revenue for partial reimbursement of FY 03 personal exemptions, in accordance with M.G.L. Chapter 59, Section 5. For FY 04 there were a total of 141 personal exemptions and deferrals, totaling \$93,134.81, as follows:



	<u>#</u>	<u>Value</u>		<u>#</u>	<u>Value</u>
Clause 17D	14	\$ 4,375.94	Clause 37A	13	\$ 10,766.20
Clause 18	1	1,500.00	Clause 41C	42	32,390.95
Clause 22	64	33,190.35	Clause 41A	4	9,411.37
Clause 50	3	1,500.00			

## **MOTOR VEHICLE EXCISE TAX**

### **Abatements**

The following total amounts of motor vehicle excise tax abatements for July 2003 through June 2004 were signed by the Board:

2000	41.87
2001	134.28
2002	4,826.58
2003	36,475.36
2004	119,522.41

### **Commitments/Warrants**

Motor Vehicle excise tax commitments and warrants for the following yearly totals were signed by the Board:

2002	9,389.31
2003	250,949.87
2004	1,385,226.35

## **SPECIAL MEETINGS**

The Select Board is responsible for allocation of the tax rate (Minimum Residential Factor): whether or not to have a Residential Exemption, and other distributions of the tax burden within classes as allowed by the law. The required public meeting to discuss these issues was held on December 8, 2003 in the Town Hall. Board of Assessors recommendations included not to have a split rate and not to exercise the Residential Exemption. The Select Board approved a single tax rate for all classes and no shifts of the tax burden within classes.

## **TAX RATE/ETC.**

Board members signed the Tax Rate Recapitulation form for FY 04 on December 9, 2003, showing a tax rate of \$17.40. The rate was reviewed and approved by the Department of Revenue (DOR) on December 12, 2003.

Prepared from the Board meeting minutes.

For: Michael Sullivan  
Constance Kruger  
Kelly Erwin

Amherst Board of Assessors

## **CABLE ADVISORY COMMITTEE**

Fiscal Year 2004

### **Committee Members**

Paul Bobrowski, Dennis Bromery, Carlton C. Brose, Paul Lind, Irving Rothberg, W. C. Venman (chairperson), Walter Wolnik (clerk)

### **Staff**

Jeff Comenitz, Kris Pacunas, Roy Rosenblatt

### **Select Board Liaison**

Anne Awad

The Cable Advisory Committee is charged by the Town with overseeing the license granted by the Town to its cable access provider, Comcast, and with negotiating a renewal license with Comcast.

During FY 04 the Committee has met at least monthly. The Committee was reconstituted during FY 04 to prepare for the relicensure process. Messrs. Bromery and Rothberg continued from the FY 03 Committee. New appointments included Messrs Bobrowski, Brose, Lind, Venman and Wolnik. Messrs. Lind and Venman have both had experience in licensure and relicensure. The Committee began FY 04 by meeting with Mr. Brian Merrick, a representative from the Cable Television Division of the Commonwealth's Department of Telecommunications and Energy. Mr. Merrick walked the Committee through the relicensure process and provided material and advice.

Relicensure is regulated by state and federal law, which not only sets the overall time frame for the process, but determines what may and, more importantly, what may not be negotiated. For instance, most of the comments residents make concerning cable television concern what stations/programs are carried and what Comcast charges. Federal law prohibits negotiating either of these subjects. New to the Town since the current license was granted in 1996 is the availability of internet access via cable. Not only is this topic not covered under the current license, but the Federal Communications Commission has determined that internet access is not a cable service at all, and thus can not be negotiated! One is tempted to paraphrase the question asked of Mrs. Lincoln following the assassination of the President: "Other than that, Mrs. Lincoln, how was the play?"

The Town is now in that part of the relicensure process called ascertainment, that is, determining what the cable television needs of the Town are. As part of this process, the Committee held a public hearing to offer residents of the Town an opportunity to comment on Comcast's performance and to make suggestions for inclusion in the renewal license. As the Committee determines the Town's needs, it will prepare a draft license to present to Comcast, after which negotiations will begin.

The Committee has also been keeping track of federal and state regulations. In May the Committee filed a Comment to an FCC Notice of Proposed Rulemaking on IP-Enabled

Services, and in June submitted a Comment on the Massachusetts DTE Notice of Inquiry on revising Form 100.

We should also point out that Mr. Pacunas has extensively revised our website and has set up an e-mail address for residents to submit comments to us.

Where are we now? Federal regulation gives the Town adequate time to ascertain the Town's cable television needs. We will take as much time as necessary to do just that. We do not have a specific timetable for beginning negotiations, but our hope was that we could complete a draft license by the end of summer. We're a little behind, but moving along. The regulations do not put any pressure on us to speed things up. At the same time, however, we also continue to be available to residents who need information about the cable or who wish to comment or lodge complaints about cable television service.

Finally, we receive wonderful support from the three assigned staff members. Representing the Town are Messrs. Pacunas and Rosenblatt. Representing the schools is Mr. Comenitz. Messrs. Pacunas and Commenitz provide much needed technical expertise, and Mr. Rosenblatt guides us through the intricacies of Town policies and procedures. We also stay in contact with the Select Board through their liaison with the Committee, Ms. Awad.

For the Committee  
William C. Venman, Chairperson

## **CHERRY HILL ADVISORY COMMITTEE**

Fiscal Year 2004

The Committee continued to assist in marketing efforts for the golf course. The summer of 2003 was not a good summer for Cherry Hill because of rain.

The Committee reviewed and approved a contract with Mark “Harpo” Power for food and beverage services which would more than offset losses experienced by the Town’s food and beverage operations in the past.

The Committee supported continued Town operation of the golf course in the face of some suggestions that it be closed for the 2004 season. Town Meeting supported the operation of Cherry Hill for FY 05 with the understanding that an RFP for a lease would be issued before the 2005 golf season.

Barry L. Del Castilho  
Town Manager  
For the Committee

## **OFFICE OF THE COLLECTOR**

Fiscal Year 2004

The Collector's Office continues to work the Central Service Counter in addition to the normal work load of billing and collecting real estate and personal property taxes, water and sewer bills, ambulance bills, refuse bills and motor vehicle excise bills. This office also handles parking permits and parking tickets.

The number of Certificates of Municipal Liens issued in FY 04 was 882, generating \$22,050 in revenue. This is 421 fewer than the number of Certificates issued in FY 03.

The "marking for non-renewal of license and/or registration" at the Registry of Motor Vehicles continues to be a useful collection tool. Both Motor Vehicle Excise bills and parking tickets can result in being marked for non-renewal when significantly delinquent. The Town contracts with Arthur Jones and Associates in Easthampton for help with this service.

Parking issues constitute a large part of this office's work load. There were 31,026 parking tickets issued; 831 parking tickets were subsequently appealed and voided. Revenue generated in FY 04 from the collection of parking tickets totaled \$230,248 for violations and \$65,185 for late fines. Parking permits were sold at the Central Service Counter, generating \$21,410. Reserved spaces in the Boltwood Parking Garage yielded \$14,280. Other revenues collected for parking were meter coin receipts totaling \$325,265, Smart Card receipts of \$1,180, and "boot" fees of \$525.

We have several process improvements planned for the coming year. We plan to move the management and tracking of parking permits to our central financial database. This will streamline our inquiry and payment entry functions, and integrate our receivables. We also plan to expand the acceptable payment options to include more electronic choices in the rapidly expanding menu of payment methods. Security, privacy and error prevention are large factors for us, instilling a healthy hesitancy here in Town Hall. In conjunction with the Treasurer's Office, direct debit is currently offered as a paperless bill payment option.

I would like to thank the many people who have welcomed me to Amherst since I began as Collector in mid-May, and look forward to meeting many more of you in the coming year. I will also take this opportunity to acknowledge the fine work of the staff in the Collections and Central Services Department.

Of special note this year is the move of Holly Bowser to Accounting, where our loss is softened by her continued fine service to the Town in her new position.

The semi-retirement and eventual full retirement of Norma Lynch has left a large gap here in Finance and particularly in Collections. She is certainly missed.

Respectfully submitted,

A handwritten signature in cursive script, reading "Claire McGinnis", followed by a long horizontal flourish.

Claire McGinnis  
Town Collector

COLLECTOR'S FISCAL YEAR 2004 TOWN REPORT							
	TAX RATE	UNCOLLECTED BALANCE JULY 1,2003	COMMITMENTS	LESS ABATEMENTS & TRANSFERS	LESS TRANSFERS TO TAX TITLE- DEFERRED TAX	LESS COLLECTIONS	UNCOLLECTED BALANCE JUNE 30,2004
<b>REAL ESTATE</b>							
FY 98	19.20	\$311					\$311
FY 99	19.98	\$1,189					1,189
FY 00	19.67	\$1,170					1,170
FY 01	19.66	\$4,020				4,020	(0)
FY 02	19.00	\$22,425				17,418	5,007
FY 03	17.11	\$327,300		73,292	88,199	137,382	28,427
FY 04	17.40	11,797,693	13,147,873	119,658	69,093	24,421,350	335,464
		\$12,154,107	\$13,147,873	\$192,950	\$157,292	\$24,580,170	\$371,568
<b>OTHER REAL ESTATE</b>							
<b>TAX TYPES</b>							
Supplemental Taxes		\$0	\$62,099	\$3,422		\$48,838	\$9,839
Rollback Taxes		0	20,260			20,260	0
ProForma/ProRata		0	4,190			3,143	1,048
		\$0	\$86,550	\$3,422	\$0	\$72,241	\$10,887
<b>PERSONAL PROPERTY</b>							
FY 99	19.98	\$251	\$0	\$0	\$0	\$0	\$251
FY 00	19.67	3,402					3,402
FY 01	19.66	2,172					2,172
FY 02	19.00	879		467		29	384
FY 03	17.11	9,966		275		8,584	1,108
FY 04	17.40	403,622	344,439	1,577		738,405	8,080
		\$ 420,293	\$ 344,439	\$ 2,319	\$ -	\$ 747,017	\$ 15,396
<b>MOTOR VEHICLE EXCISE</b>							
FY 97	25.00	\$20,814		\$20,503		\$311	\$0
FY 98	25.00	21,590		159		361	21,070
FY 99	25.00	23,006				1,486	21,520
FY 00	25.00	25,605		42		1,772	23,791
FY 01	25.00	27,802		134		3,730	23,937
FY 02	25.00	35,925	9,389	4,827		15,769	24,719
FY 03	25.00	114,221	250,950	36,505		296,736	31,929
FY 04	25.00		1,385,226	120,064		1,183,627	81,536
PRIOR YEARS		0	0	0	0	1,606	0
		\$268,962	\$1,645,566	\$182,233	\$0	\$1,505,399	\$228,501
<b>WATER</b>							
RATES		\$524,474	\$2,946,366	\$67,688		\$2,944,883	\$458,270
LIENS		7,556	59,801	5,168		59,125	3,064
		\$532,030	\$3,006,167	\$72,855	\$0	\$3,004,009	\$461,333
<b>SEWER</b>							
RATES		\$487,964	\$2,456,434	\$56,880		\$2,490,207	\$397,311
LIENS		7,391	54,144	4,864		51,905	4,766
		\$495,355	\$2,510,578	\$61,744	\$0	\$2,542,112	\$402,077
<b>AMBULANCE</b>							
		\$572,547	\$1,529,638	\$490,509		\$1,013,266	\$598,410
Collected after abate		0					0
		\$572,547	\$1,529,638	\$490,509	\$0	\$1,013,266	\$598,410
<b>COMM. LANDFILL</b>							
		\$15,758	\$123,831	\$8,746		\$126,269	\$4,574
REFUSE LIENS		0	237			237	0
		\$15,758	\$124,067	\$8,746	\$0	\$126,506	\$4,574
<b>PARKING FINES</b>							
		\$167,520	\$202,420	\$11,375		\$168,515	\$190,050
Collected after abate		0					0
		\$167,520	\$202,420	\$11,375	\$0		\$190,050
<b>COMMUNITY</b>							
<b>PRES. ACT</b>							
FY 02		\$45				\$34	\$11
FY03		2,338		1,310		986	42
FY04		71,947	82,157	1,000	434	150,862	1,808
		\$74,329	\$82,157	\$2,310	\$434	\$151,881	\$1,861

## COMMUNITY PRESERVATION ACT COMMITTEE

Fiscal Year 2004

The Community Preservation Act Committee (CPAC) was established pursuant to Massachusetts General Laws Chapter 44B and Article 9 of the 2001 Annual Town Meeting, Amherst. Amherst voters voted overwhelmingly to accept the Act with a 1% property tax surcharge on property evaluations above \$100,000, and certain other exemptions. The Community Preservation Act (CPA), as amended in July 2002, establishes a local fund “for the acquisition, creation and preservation of open space; for the acquisition, preservation, rehabilitation and restoration of historic resources; for the acquisition, creation and preservation of land for recreational use; for the creation, preservation and support of community housing; and for the rehabilitation or restoration of open space, land for recreational use and community housing.” It also establishes a state Community Preservation Trust Fund, from which allocations are made annually to municipalities that have accepted the Act, partially matching local appropriations. The CPAC is charged with studying the needs, possibilities, and resources of the Town regarding community preservation and recommending projects to Town Meeting for appropriation.

### FY 04 Revenue:

Prior year residual surcharges:	1,600.13
Current year tax surcharge 1%:	150,861.90
Liens and penalties:	250.87
State reimbursement:	144,081.00
Investment earnings:	<u>1650.14</u>
Total	298,774.04

Total revenues available: \$511,402.00  
(\$298,774.04+\$211,628.97 unencumbered balance from FY 03)

### Fiscal Year 2004 Appropriations

#### **Approved by Fall Town Meeting - November 2003, for appropriation:**

#### **Housing**

- Study for feasibility of Housing Trust Fund \$10,000
- Affordable housing on Tamarack Drive \$40,555  
(increase in appraisal value, gas heat installation)
- Amherst Housing Authority - 693 Main St. \$75,000  
(refundable down payment)
- Amherst Housing Authority – The Brook: 2 accessible units \$ 8,000  
(2yrs carrying costs on 2 accessible units)

#### **Historic**

- Strong House chimney reconstruction \$40,000  
(preservation restriction granted to the Town)
- West Cemetery lights and signs per Cemetery Master Plan \$19,065



Open Space	
• Partial payment on Simmons Property April 2003	\$60,000
• APR on Hess property – North East Street	\$97,500
• APR on Hart/Murphy property – North East Street	\$41,500

Recreation	
• Skateboard Park study	\$15,000

CPAC Administration	
• Supplies, legal notices	\$2,000

**Approved by Annual Town Meeting - April 2004, for appropriation:**

Open Space	
• APR supplement on Hess property – North East Street (increase in appraisal)	\$95,000

<b>Total Appropriations FY 04</b>	<b>\$503,615</b>
-----------------------------------	------------------

<b>Unencumbered balance carryover to FY 05</b>	<b>\$ 7,787</b>
--	-----------------

CPAC members in 2004:

Pam Rooney (Planning Board; Chair)  
Chris Ryan (at large; Secretary)  
Peter MacConnell (at large)  
Peter Jessop (Amherst Housing Authority)  
Audrey Child (at large)  
Kathy Ford (LSSE)  
Elisa Campbell (at large)  
Nicki Robb (Conservation Commission)  
Caroline Olson (Historical Commission)

**COMMUNITY SERVICES DEPARTMENT  
HUMAN SERVICES FUNDING COMMITTEE  
Fiscal Year 2004**

The Amherst Community Services Department provides a variety of services to Amherst families and the Amherst community. In addition to providing the community with childcare/early education information, especially regarding the availability of tuition assistance for low-income families, the Community Services Coordinator is also responsible for 1. administering Town appropriations to human service agencies, 2. providing emergency assistance to low-income individuals and families, using interest from the Alfred Field Charitable Trust Fund, 3. editing the Annual Town Report, 4. assessing community needs with respect to childcare and human services, 5. developing new programs that respond to community priorities, 6. working collaboratively with numerous committees and groups that provide important services to the Amherst community and 7. providing staff assistance to the Cable Advisory Committee, The Council on Youth and the Human Services Funding Committee. The Human Services Funding Committee reviews proposals for funding from human service agencies and makes funding recommendations to the Select Board, Finance Committee and Town Meeting.

Childcare/Early Childhood Education

Each year, the need for childcare and childcare tuition assistance continues to increase. Though there are several state programs that provide low-income families with financial assistance, available funds are not sufficient to meet community need. Low-income families with infants and toddlers face the greatest difficulty in obtaining financial support. The cost of full-time infant and toddler childcare now costs over \$10,000.00 per year; yet due to the financial crisis facing the state, there is little hope for an immediate solution. The Massachusetts Department of Education does, however, provide substantial funds for families with pre-school age children (over 2 years, 9 months of age). These funds also continue to be reduced as a result of the state financial crisis. The Amherst Early Childhood Community Partnership still receives almost \$300,000.00 to both provide tuition assistance to low-income families and to improve the quality of childcare programs.

This grant provides:

1. childcare and/or early childhood education tuition assistance for children from low-income families who are in need of social services, family support and/or parent education
2. childcare tuition assistance for low- and moderate-income working families with three- and four-year-old children
3. partial funding for the local Head Start program to operate one classroom for a full day, giving families who are receiving funds from the state Department of Transitional Assistance an opportunity to attend school or become gainfully employed
4. family support, case management and other services, as funds permit.

The Department of Education requires all childcare programs to:

1. receive accreditation from the National Association for Education of Young Children
2. provide parent education
3. provide staff with the opportunity to improve their teaching skills.

#### School-Age Childcare

Town Meeting allocated \$16,295.00 to provide tuition assistance for low- and moderate-income families with children attending school-based after-school childcare programs. During FY 04, twelve families received support for sixteen children attending these programs. These funds helped parents pay for childcare services while they continued to work or attend educational institutions.

#### Human Services:

The Human Services Funding Committee continues to face difficult decisions, as human service agencies continue to increase their requests for funds. The Committee's priorities for funding continue to follow the guidelines established by the Select Board, namely: 1. emergency services: survival or critical, 2. preventive services and 3. information and referral. Annual Town Meeting approved the following allocations, totaling \$133,700.00 for FY 05, in accordance with recommendations presented by the Human Services Funding Committee:

Amherst Survival Center	\$35,000.00
Family Outreach of Amherst	\$23,000.00
Not Bread Alone	\$ 6,000.00
Children's Aid and Family Services	\$ 8,000.00
Commuter Resources/Homesharing	\$ 1,200.00
Everywoman's Center	\$ 3,000.00
First Call for Help	\$ 4,000.00
Safe Passage	\$ 7,000.00
Men's Resource Center	\$ 5,000.00
Big Brother/Big Sister of Hampshire County	\$25,000.00
Amherst Family Center	\$ 2,000.00
Service Net/Interfaith Cot Program	\$ 5,000.00
Center for New Americans	\$ 4,500.00
Casa Latina Outreach	\$ 5,000.00

The Community Services Coordinator continued to participate in monthly meetings of the Amherst Human Service Network, a group of human service personnel concerned with the social service problems facing the Amherst community; the Early Childhood Community Partnership; the Hampshire County Family Network; the Hampshire Council of Social Agencies; the Strategic Planning Initiative for Families and Youth; the school-based substance abuse partnership and the Amherst Community Partnership to prevent substance abuse.

The Amherst Juvenile Diversion Project continues to operate as a program of the Center for Human Development, under the direction of Family Outreach of Amherst. This program

continues to be an effective model for services to at-risk youth; though no formal evaluation has been done, the Amherst Police Department and the Franklin Hampshire Probation Department both feel that participants in this program do not become further involved in the juvenile justice system.

During the spring of FY 03, the Executive Office of Public Safety issued a request for proposals to implement programs that have been nationally evaluated and shown to be effective in reducing juvenile delinquency. The Community Services Coordinator applied for \$42,000 to provide big brothers or big sisters for children from families experiencing domestic violence. The Department saw this as a way to continue to provide support for children and families experiencing domestic violence. During FY 04, the Community Services Department was notified that it would receive \$42,700.00 to work with Big Brother Big Sister of Hampshire County to provide the services described above.

During this fiscal year, the Coordinator was appointed the staff liaison to the newly appointed Council on Youth. Due to the length of time it took to make appropriate appointments, (which required representation from school administration, the Select Board and the School Committee), the Committee only met twice during FY 04. The Committee was able, however, to approve a final version of its formal charge.

The Coordinator was also appointed staff liaison to the Cable Advisory Committee. The CAC has begun the process of renegotiating a new contract with COMCAST as required by state and federal law.

#### CHARITABLE FUNDS

Requests for charitable funds continue to increase each year. The increased cost of rent, utilities, etc. makes it more difficult to serve all those in need.

#### TOWN REPORT

The FY 03 Town Report was completed and copies distributed to the Select Board, the Finance Committee, the Town Manager, department heads, the School Department and the Jones Library. The editors of Town Report thank members of the Information Technology Department for their help in printing the FY 03 Annual Town Report.

Roy Rosenblatt  
Community Services Coordinator

## **COMPREHENSIVE PLANNING COMMITTEE (CPC)**

Fiscal Year 2004

### **Major Accomplishments:**

The project with UMass Assistant Professor of Landscape Architecture and Regional Planning Robert L Ryan, "Amherst Comprehensive Planning Study: Defining Village Boundaries and Open Space Preservation Strategies," as described in the FY 03 report, was completed. Throughout the past 30 years of Amherst planning, a recurring theme has been the idea of avoiding sprawl and improving livability by increasing the density of both housing and business in the Village Centers of our town. Three public forums were held (October 22, 2003; December 10, 2003; and May 1, 2004) during the project. Some CPC members worked closely with the graduate students to clarify and correct aspects of the draft report prior to publication in May 2004. The CPC had their final meeting with Dr. Ryan May 11, 2004.

During this project, additional discussions took place around the continuing purpose of this Committee and guiding principles for our work. A day-long retreat was hosted by Hampshire College and facilitated by Alisa Brewer on April 3, 2004. After the retreat some members did additional research on the various existing Amherst plans and reports that might be part of the framework of a Comprehensive Plan according to Massachusetts General Laws Chapter 41 Section 81D; others looked into the idea of an environmental scan and a scientific, legally defensible survey. The Committee invited social psychologist David Loomis to present information about the appropriate use of a survey in comprehensive planning and why a scientific and legally defensible survey is so important to get a more representative picture of how the public feels about various planning issues. Process details were discussed and it was estimated that a survey would take about three months from start to finish, depending on how long we worked on the questions ahead of time, and would cost roughly \$10,000-\$12,000.

James Wald presented a report on the draft of the Historical Commission's Amherst Preservation Plan of June 4, 2004 at the June 22 meeting of CPC.

### **Future Plans:**

The Affordable Housing Plan 2003 update will be presented to the CPC soon. Upcoming decisions include planning for a survey and/or an environmental scan, determining how best to bring Town Meeting up to date about the purpose of a Comprehensive Plan and CPC progress, and possibly considering how to approach Town Meeting for additional funding.

### **Membership Changes FY 04:**

Term on "home" committee expired:

Arthur Swift, Finance Committee

Karen Jones, Public Transportation

New members added:

James Wald, Historical Commission  
Stan Ziomek, LSSE Commission  
Aaron Hayden, Planning Board  
Mary Scipioni, at-large

We were unable to fill slots for one member each from the Conservation Commission and the Chamber of Commerce in FY 04.

The Comprehensive Planning Committee deeply appreciates the ongoing support provided by Niels la Cour, Planning Department. Niels has been with the Comprehensive Planning Committee since the beginning, and in addition to his usual work, wrote meeting agendas and took minutes for six months after the resignation of Chair and long-time at-large member, John Kuhn. We also want to express our appreciation for the years of support from Planning Director Bob Mitchell, who helped get the CPC started and who left Amherst at the end of the fiscal year.

Officers elected January 27, 2004 were Alisa Brewer, Chair; Bob Grose, Vice-Chair; Aaron Hayden, Secretary.

Current membership (name, affiliation, original appointment date):

Alisa Brewer, School Committee, 2000  
Arnold Friedmann, at-large, 2003  
Robert Grose, at-large, 1997  
Aaron Hayden, Planning Board, 2004  
Doug Kohl, at-large, 2002  
Joanne Levenson, Housing Partnership/Fair Housing Committee, 2001  
Alan Root, At-Large, 2002  
Mary Scipioni, at-large, 2004  
Merrylees (Molly) Turner, Library Trustee, 2002  
James Wald, Historical Commission, 04  
Stan Ziomek, LSSE Commission, 04  
Larry Archey, *non-voting liaison*, Hampshire College  
Peter Shea, *non-voting liaison*, Amherst College  
Judith Steinkamp, *non-voting liaison*, UMass  
Eva Schiffer, *Select Board liaison*

## **CONSERVATION DEPARTMENT & CONSERVATION COMMISSION**

Fiscal Year 2004

Thanks to community-wide support, the Conservation Department and Conservation Commission this year were pleased to continue the Town's vital efforts in land protection, conservation area management, trails development, wetlands enforcement, energy conservation, and work on various other conservation projects together with Town farmers, landowners, and many others.

More than 2,000 acres in town are now under Agricultural Preservation Restrictions (APR's), and nearly 2,000 acres are in Town ownership as conservation land. Another 165 acres are protected by permanent Conservation Restrictions.

In June 2004, the Town and the State completed the purchase of an APR on the 157-acre Frederick and Linda Hess Farm (East Village Farm) on North East Street. Assisting in the purchase were more than 100 individual donors and two land trusts, Valley Land Fund and the Kestrel Trust. The Hess family generously sold the APR at less than its appraised value. The purchase brings nearly to completion the Town's ongoing efforts to protect the entire block of highly productive and scenic farmland along North East Street, Strong Street, Adams Brook, and Amethyst Brook.

With funding from Western Mass Electric Company, Amherst College, and Hampshire College, the Department continued its efforts to develop a Town-wide Climate Action Plan. The plan is scheduled for completion in 2005, and will detail steps to be taken by Town government, the colleges, the University of Massachusetts, the commercial sector, and private residents to reduce overall emissions of greenhouse gases. Stephanie Ciccarello and intern Amy Verel of the Conservation Department, together with a town-gown working group, have been coordinating the work.

Also this year, the Department inaugurated a new Literary Trails program, by which many trails in town, both new and established, are now named for prominent authors and poets, past and present, with strong Amherst connections. Amherst College hosted a reception to honor the literary figures so named, and trail signs are now in place for those Literary Trails. Guiding the development of the system were John Coull of the Chamber of Commerce, Tevis Kimball and Bonnie Isman of the Jones Library, Margaret Lenehan of the sponsoring PeoplesBank, UMass Professor Charles Moran, and others. Norman and Sabina Cournoyer assisted in the effort with an extremely generous contribution to the Amherst trails system.

The Department also received notice that it will be receiving a \$30,000 Recreational Trails Grant from the state Department of Conservation and Recreation. The grant proposal was prepared by the Department together with the Hitchcock Center and volunteer John Kowaleski. The grant will fund the complete rehabilitation of trails at the Larch Hill Conservation Area, home of the Hitchcock Center, and the construction of a new trail from Hitchcock east along the north bank of the Fort River to the Norwottuck Rail Trail.

Together with US Fish & Wildlife, Hampshire Bird Club, and many volunteers under the supervision of unpaid chief carpenter Miles Herter, the Department also completed the construction of the new Harvey Allen Bird Observation Blind just off the Norwottuck Rail Trail south of Station Road at the edge of the Lawrence Swamp.

The Department continued work on an upcoming two-volume History of Amherst Farms (with a working group that includes Carlton Brose, Ruth Jones, Sheila Rainford, and Alice Stanne), supervised work around town done under the state Wetlands Protection Act and the Town Wetlands Bylaw, planned for future collaborative efforts by the Hitchcock Center, the Town, Bramble Hill Farm, and the Common School, pursued the ongoing collaborative management of a beautiful ornamental tree and shrub arboretum at Applewood (together with the Applewood Garden Committee), continued its management of more than 50 conservation areas and more than 80 miles of foot trails, and continued its work with the Public Shade Tree Advisory Committee, the Farm Committee, the Cherry Hill Advisory Committee, the Friends of Puffer's Pond, the Ridgewalker Trail Committee, the Community Preservation Act Committee, and other groups and boards.

Conservation Commission members this year were Chair Francesca Maltese, Vice- Chair John Gerber, Otto Stein, Nicki Robb, Ellie Manire-Gatti, Barbara Mitchell, and Bruce Griffin. Staff included Office Manager Bridget Davis, Wetlands Administrator and Energy Coordinator Stephanie Ciccarello, Land Manager Tammy Ciesla, Assistant Land Manager David McKinnon, Cherry Hill Golf Course Manager Dan Engstrom, and many seasonal trails, pond, and golf course employees.

- Pete Westover, Conservation Director

**This is Pete Westover's final report, since he is planning to retire from Town service in the next few months. The Commission is grateful for his support, as well as for his numerous and invaluable accomplishments over thirty years.**



## **AMHERST CULTURAL COUNCIL**

Fiscal Year 2004

The Commonwealth of Massachusetts, through the Massachusetts Cultural Council, provides funds that are channeled through local cultural councils to support the arts, humanities and the interpretive sciences. The Amherst Cultural Council distributes our share of these state funds to local artists and performers based upon written proposals. We are committed to funding a diversity of projects, both traditional and experimental, which address the interests and needs of children and adults within the unique cultural milieu of Amherst.

The decrease in the amount of the regranting authority sent by the Massachusetts Cultural Council (MCC) to the Amherst Cultural Council (ACC) adversely affected the level of cultural support. From FY 02 to FY 03, the regranting amount plummeted 53.7% and from FY 03 to FY 04, it dropped a further 27.8%. The total MCC allocation for that FY was \$14,070. The total requests were 72, of which 40 received grants. By also using interest revenue, the Amherst Cultural Council was able to award \$22,602. Awards were made based on the following criteria: those projects which would expand cultural resources within Amherst, those projects which would support existing cultural resources within Amherst, and those projects which would benefit the greatest number of Amherst citizens. Included in the \$22,602 were \$8,543 in PASS grants to the Amherst schools. The impact of the decreases was mitigated somewhat by the use of ACC interest revenue funds. These are ACC funds that are on deposit with the Town of Amherst. In FY 04, the ACC allocated \$8,582 of interest revenue funds to supplement the FY 04 MCC regranting authority. Unfortunately, the interest revenue balance has decreased so fast that it may not be prudent to use it to supplement the FY 05 allocation.

Citizens may wish to view two of the projects supported in part by the Amherst Cultural Council: Some of the columns on the lower level of our parking garage have been painted by several area artists, and Town Hall is about to have a new and beautiful stained-glass window. Both of these projects were completed in conjunction with the Amherst Public Art Commission.

Citizens wishing to learn more about the Amherst Cultural Council are encouraged to go to <https://www.mass-culture.org>. Select "Find Your Local LCC," go to "Cities/Towns A-C," and select Amherst. You will be able to find the many programs your Council and the Massachusetts Cultural Council have supported this past year, as well as dates for our fall meetings and other information about the Council. To indicate your interest in being appointed when there are vacancies, you need to fill out a Citizen Activity Form and file it at the Select Board office in Town Hall. Forms can be picked up at the Select Board office or downloaded from the Town website, [www.amherstma.gov](http://www.amherstma.gov).

Respectfully submitted,

Fran Wall, Chair

<b>Organization/Individual</b>	<b>Title</b>	<b>Event</b>	<b>Award</b>
Amherst Ballet Theatre School	Choral Collaboration	Multidisciplinary	\$750
Amherst Community Child Care Center/Head Start	Performance Plus!	Theater	\$192
Amherst Public Arts Commission	Murals in the Amherst Parking Garage	Visual Arts	\$550
Arena Civic Theatre	Brigadoon	Theater	\$500
Conant, Faith	Videotaped Children's Performance of Iolanthe	Theater	\$530
Crocker Farm Elementary School	Just So Stories	Music	\$430
Crocker Farm Elementary School	Starkeeper	Theater	\$725
Crocker Farm Elementary School	Urashima "The Fish and the Tortoise"	Theater	\$250
Crocker Farm Elementary School	Dreams in the Golden Country	Theater	\$248
Crocker Farm Elementary School	Salzburg Marionettes: "The Magic Flute"	Music	\$440
Crocker Farm Elementary School	Daniel Perez Trio	Music	\$233
Floranina, C	Public Dreams Mentors and Photo Journal of Ireland	Humanities	\$500
Fort River Elementary School	Dreams in the Golden Country	Theater	\$333
Fort River Elementary School	Asian Arts and Culture Program	Theater	\$400
Fort River Elementary School	Mixed Up Files	Theater	\$425
Fort River Elementary School	Just So Stories	Storytelling	\$308
Foundation for Fiber Art	Fiber Art Lecture Series	Design Arts	\$600
Friends of the Jones Library System	Children's Music (and Dance) Series	Music	\$400
Hampshire Choral Society	Haydn St. Cecilia Mass	Music	\$879
jubilat/Jones Reading Series & Book Group	jubilat/Jones Reading Series and Book Group	Literature	\$750
Judd, Amanda	The Happy Valley	Media Arts	\$1,000
Katz, Susan	First Thursday Gallery Walk	Visual Arts	\$1,000
KO Theater Works, Inc.	Annual Ko Festival of Performance	Theater	\$1,300
Marks Meadow Laboratory School	Performance Plus Fine Arts Center	Folk Arts	\$460
Nugent, Aoife	In the Heart of America	Media Arts	\$2,000
O'Neil, John	'So Kaye: The Songs of Danny Kaye	Music	\$800
Puerto Rican Cultural Center	The La Rueda Dance Project	Dance	\$500
Springfield Symphony Orchestra	Western Mass Youth Orchestras	Music	\$500

<b>Organization/Individual</b>	<b>Title</b>	<b>Event</b>	<b>Award</b>
Tajima, Mark Makoto	After School Theater Program	Theater	\$1,500
Wildwood Elementary School	Urashima "The Fish and the Tortoise"	Theater	\$428
Wildwood Elementary School	Pacifica String Quartet	Music	\$400
Wildwood Elementary School	Asian Treasure Bag	Folk Arts	\$44
Wildwood Elementary School	Festival of Lights	Folk Arts	\$374
Wildwood Elementary School	Danilo Perez Jazz Trio	Music	\$400
Wildwood Elementary School	Bravo, Amelia Bodelia	Theater	\$385
Wildwood Elementary School	Just So Stories	Theater	\$372
Wildwood Elementary School	Salzburg Marionette Theater	Theater	\$610
Wildwood Elementary School	The Star Keeper	Theater	\$256
Wildwood Elementary School	Korean Drums and Music	Music	\$222
Wildwood Elementary School	From the Mixed Up Files of Mrs. Basil E. Frankweiler	Theater	\$608

## DESIGN REVIEW BOARD

Fiscal Year 2004

FY 04 was a busy year for DRB. The Board met with members of the Select Board as well as other boards in town such as: the Planning Board, Public Art Commission and the Historic Commission, to encourage these boards to begin to refer projects with an impact on public space to DRB for review. This collaboration has proved fruitful and useful to all.

### Public Projects

**Potwine Lane Recreation Area** – The Amherst Leisure Services and Supplemental Education (LSSE) Department submitted final designs for the new soccer fields, adjacent parking, and signage at the Potwine Recreation Area for our review and comments.

**Sidewalks in Downtown** – DRB spent many evenings reviewing design and layout options for different portions of the downtown sidewalks. The continued development of the Boltwood Parking Garage area has provided many opportunities to positively shape the bordering streetscapes. The Board also considered other paving options as alternatives to materials used during Phase One of this development.

**Boltwood Walk Sidewalks** – The work on the northeast portion of the Bistro 63/Monkey Bar project gave us the opportunity to review proposed improvements to the fire lane access between this building and the Douglass Funeral Home.

**Kendrick Park Development Proposal** – As the Town moves ahead in the process of acquiring the land left in the Kendrick Trust, DRB has been busy planning a design process for the study phase of the park development. In the fall, a proposal for an in-depth study and program development was presented to the Select Board. Initial recommendations include the formation of a committee comprising members of various Town boards and the community, a public forum presenting relevant design options found in other similar public spaces, and a development process that would prepare program guidelines and oversee designer selection. This significant portion of downtown provides many opportunities for development as a gateway into the Town center. The parcel is a noteworthy public space that transitions between a potentially vibrant commercial track on the east and a family neighborhood on the west while becoming a virtual part of the network green and historical spaces located in the downtown area.

**West Cemetery Improvements** - DRB made final recommendations to the Amherst Public Art Commission on the proposed mural by artist David Fichter. Preliminary plans for lighting and signage improvements were also reviewed by the Board.

**College Street Pedestrian Crossings** – DRB reviewed the different crosswalks for College Street as developed by Amherst College and Berkshire Design Associates. The second phase of this work allowed the College to incorporate improvements to the original design that was installed the previous year. A combination of change in

materials and grade, along with signage and signal lights, make this area much safer for all pedestrians.

**Pomeroy Village Center Design** – The DRB continues to review progress and designs for this important village center in South Amherst.

**North Pleasant Street Post Office Bus Stop** – DRB reviewed streetscape designs for the relocation of the bus stop in front of the post office.

**Permit Referrals from Other Boards** – Several projects were presented to the DRB for review, including the new Blair Cutting Smith Building on University Drive and new construction on West Street near Pomeroy Lane. The Board remains committed to fostering the development of public space throughout the Town and assisting other boards in any way possible.

### Private Projects

FY 04 saw continued improvement of existing commercial space adjacent to the Boltwood Parking Garage, in addition to improvements to the Emily Dickinson Homestead.

**Monkey Bar** – A new fence enclosure for a waste disposal and recycling center was added to the recent addition of the Monkey Bar fronting on Boltwood Parking area.

**Judie's** – A new awning, railing and lighting were added to the front façade of this well established restaurant.

**Bueno y Sano** – A new awning was added to the existing building and a new outdoor dining area was created on Boltwood Walk.

**Thai Corner** – A new handicap access ramp was added to the west side entry of the restaurant located on Boltwood Walk.

### Signs

FY 04 sign reviews included: Rao's Coffee, H2O, Fatzo's Burgers (new awning and sign), Black Sheep (new awning), Ritz Camera (new projecting sign), Lone Wolf, Raven Books, Captain Video, Amherst Crepes (new awning and sign), The Toy Box (new sign) Bistro 63 the Monkey Bar (new directory sign), Mom's Tattoo Parlor (new hanging sign), Ben and Jerry's Ice Cream Shop, and The Men's Resource Center (new freestanding informational sign). A new signage system was implemented for the Emily Dickinson Homestead site.

Erica Gees AIA  
Design Review Board

## **DISABILITY ACCESS ADVISORY COMMITTEE**

Fiscal Year 2004

The Disability Access Advisory Committee advises, educates and advocates on issues of accessibility to Town facilities and programs in consultation with Amherst Town government.

Committee members include Deb Waldron, Chairperson; Jean Smyser, DAAC's liaison to the Parking Commission; Eli Cooper, DAAC's liaison to the Transportation Committee; Pamela Ledoux, Madeline Peters, Neil Davidson, Rebecca Hurwitz; and Maura Plante, the Town staff liaison to the Committee.

The Committee has advised on problems, issues and concerns with crosswalks, curb cuts, handicapped parking, sidewalks, signage, snow removal and applications for variances. The Committee was successful in establishing a protocol for complaints stemming from residents and/or businesses not removing snow in a timely fashion. The Committee was consulted during planning and advised Town Meeting regarding the appropriation of a 1.2 million dollar bond for sidewalk renovations.

Several members attended an Architectural Access Board training to learn about building code enforcement, who must comply with the codes, under what conditions, and where to file complaints.

The Committee would like to increase its visibility in the community. Toward that end, a subcommittee was formed with the intention of creating a booklet entitled *Accessible Amherst*. Members will ascertain how accessible the following are: retail stores, municipal buildings, parks, restaurants and programs. The Committee looks forward to collaborating with the Chamber of Commerce to offer training sessions about equal rights.

The Disability Access Advisory Committee will continue to work with Town departments to explore ways to provide better access to any new building additions and other projects or programs planned for Amherst in the future.

Submitted by Deb Waldron

## **FINANCE COMMITTEE**

Fiscal Year 2004

The Finance Committee advises the Town of Amherst on matters affecting Town finances and makes transfers from the Reserve Fund to cover extraordinary or unforeseen expenses.

We present a comprehensive operating budget to Annual Town Meeting in the spring of each year. We also make recommendations to Annual and Special Town Meetings on capital spending warrant articles and any other articles that we recognize as having significant financial implications. Our goal is to recommend spending and money management plans that adequately fund Town services while preserving the fiscal health of the Town.

The Committee's budget preparation begins in September with study of five-year financial projections prepared by Nancy Maglione, Director of Administration and Finance. This is the start of a continuing process of estimating available revenues for the next fiscal year and beyond. Beginning in January, we review in detail the municipal, library and school budget proposals developed by the Town Manager, Library Director and School Superintendent. At weekly meetings, we consult with administrators, staff, members of other boards and committees, and members of the public as we gather information on existing and proposed programs and services, clarify the Town's spending priorities, and identify and quantify the resources projected to be available to meet the Town's needs. Capital spending proposals are analyzed with respect to immediate cost, future debt obligations and impacts on operating budgets. Other warrant articles are reviewed similarly.

Fiscal Year 2005 spending. The continuing shortfall of state aid combined with dwindling amounts of savings in the form of Free Cash and Stabilization Fund money forced the Town to make some exceptionally difficult choices this year in creating a spending plan for the next fiscal year. The Town had been using its reserves to support operating budgets during three years of reductions in state aid. A little over \$5 million remained. The Finance Committee, Select Board, School Committee and Jones Library Trustees all agreed that no more than \$2 million of reserves should be spent in FY 05, so that some would be left for the following year or two.

The Finance Committee began its budget considerations assuming that state aid would essentially be level-funded. When the municipal, school and library administrators presented their budget proposals in early 2004, it was apparent that the Town faced a \$6-million problem: The proposals called for spending \$2 million more than the current year's budgets; \$2 million would be required to make up for part of the current year's revenue shortfall that is being covered by spending reserves, and \$2 million in unavoidable fixed and mandated costs had to be funded.

In March, the voters approved a \$2 million override of the property tax limitation of Proposition 2 1/2, reducing the problem to \$4 million. Reductions in the budget proposals and use of \$2 million from the Stabilization Fund took care of the remainder.

The operating budgets recommended by the Finance Committee and approved by Town meeting reflected efforts to accomplish three things: first, to fund the \$2 million in required increases for fixed costs and mandated expenses; second, to protect core services to the fullest extent possible; and third, to adjust programs and services to changing circumstances. The result sometimes was a mix of increases and decreases within budgets. Some staff positions were eliminated; some were added. In a few cases, staff positions were added to reverse cuts made this year that didn't work out well. An eventual small increase in state aid was welcome.

Spending for the capital plan was held slightly below the Town's normal level of 10 percent of the levy in order to make a little more money available for operating costs. Pushing some capital items farther into the future and forgoing altogether some equipment purchases accomplished this.

Issues of continuing concern. For the second consecutive year, Amherst, Pelham, Leverett and Shutesbury agreed to amend the Amherst-Pelham Regional School Agreement, for one year only, so that each town's assessment to pay for school expenses increased by the same percentage above the previous year's assessment. The towns did this in order to preserve the quality of the schools. Lacking the agreement, some towns would have faced ruinous assessment increases. This temporary change in the assessment method is consistent with neither the state's Department of Education formula nor the Regional Agreement. The method of apportioning assessments is becoming an increasingly difficult issue that requires attention soon.

This year, the Finance Committee concluded that the Town should no longer operate Cherry Hill Golf Course. Instead, requests for proposals for outside management should be put out by the fall of 2004. If this is not done, the course should be closed. This difficult recommendation resulted from failure of the course to generate sufficient revenues to support itself, despite recent improvements (a new clubhouse and irrigation system).

Town Meeting voted to begin funding a comprehensive downtown sidewalk improvement program by authorizing borrowing \$250,000 to start the project. Future funding would be done with relatively small annual appropriations, requiring ten or so years to finish the work. The Finance Committee believes it is important to complete the project expeditiously because of the handicap access problems it is intended to resolve. Our preference was to borrow a larger sum to provide certainty of funding, to allow project completion in about four years and to promote efficiencies in staffing and in purchasing materials. We plan to monitor progress to see if a more certain funding plan might be adopted in the future.

We will continue to maintain a close watch on financial reserves so that they can be built up again and continue to serve as a buffer against state aid shortfalls.

The Reserve Fund. The Reserve Fund of FY 04 totaled \$200,000. It was made up of three appropriations: \$65,000 by the April 28, 2003 Annual Town Meeting; \$60,000 by the October 27 Special Town Meeting; and \$55,000 by the April 28, 2004 Annual Town



Meeting. The exceptionally large sum reflected needs resulting from a combination of very tight FY 04 budgets and some unusual circumstances. The Committee voted the following transfers from the fund at the end of the fiscal year:

\$ 58,842	Mold clean-up not covered by insurance, Wildwood School
21,072	School military service pay differential
6,622	Insurance increases not budgeted
9,725	Unemployment insurance rate increase (.002 to .003)
14,800	Snow and Ice
<u>39,663</u>	Sanitary Landfill: revenue deficit due to closing
<b>\$159,724</b>	<b>Total</b>

The remaining \$49,276 goes to the Undesignated Fund Balance to become part of the Town's Free Cash after certification by the state.

Meetings. The Committee held 34 meetings during FY 04. Of these, 8 were held in conjunction with Town Meeting sessions, 3 were combined meetings with the Select Board, School Committee and Jones Library Trustees, and 3 were with Select Boards and Finance Committees of the four towns of the Amherst-Pelham Regional School District. Individual members attended budget related meetings of the Select Board, School Committee and Library Trustees. Mr. Swift represented the Committee on the Comprehensive Planning Commission. Mr. Morton and Ms. Carlozzi were the Finance Committee's members of the Joint Capital Planning Committee. Mr. Morton was a member of the task force studying the financial viability of Cherry Hill Golf Course.

Members. Brian Morton served again, and most helpfully, as Vice-Chair of the Committee. The other members this year were Marilyn Blaustein, Carlton Brose, Michael Mascis, Matthieu Massengill and Arthur Swift. Mr. Swift will leave the Committee, having completed another term. The rest of us thank him for his diligence, wisdom, knowledge and good humor. We will be pleased to welcome new member Kay Moran in FY 05.

Thanks. The Finance Committee always relies on the assistance of administrators and staff of all Town departments for information and insights essential to our work. We also rely on the collaboration of other Town committees and, not least, members of the public. People in the Town Manager's office keep our schedule and paper work organized. Much of the information we use is based on work done in the Finance Department. We thank them all.

Nancy Maglione is retiring after sixteen years as Director of Administration and Finance, and as the Finance Committee's staff liaison. She has been an excellent mentor and a constant source of good information and ideas. She was instrumental in putting in place important improvements to the Town's budget-making process. She designed the capital planning process that the Joint Capital Planning Committee uses. The process is based on use of 10 percent of the property tax levy to pay debt and make outright purchases within the confines of a 5-year plan. It promotes responsible use of debt by phasing in new debt issues as older ones are paid down. Over the years, she has included increasing

amounts of information for the annual municipal budget books and for Finance Committee reports to Town Meeting. This information includes detailed statements of departmental goals; historical revenue and spending data; and easily understood graphs tracking such financial data as state aid by category, fluctuations in annual amounts of state aid, revenue sources by category, and tax rates and property valuations. This information is enormously helpful. We are grateful for her professional excellence, and also for the good-spirited way she has worked with us.

Alice Carlozzi, Chair

## **FIRE DEPARTMENT**

Fiscal Year 2004

We had a 5.6% annual increase in emergency responses in FY 04. EMS incidents rose by 5.5%, to 3,693 and fire emergencies registered a 5.8% increase, to 1,367 – the first time in the Department's history we have answered more than 5,000 emergencies in a single year. There were no fire fatalities during the year, but 13 civilians and 48 firefighters were injured during these incidents. Fire Prevention activity increased by 16%.

Unlike FY 03, there were no high profile fires, but many single room involvement scenarios in homes and apartments.

Of continued concern is the increase in simultaneous multiple incidents which strips our on-duty forces and requires call and student volunteer firefighters to be summoned to duty to staff the stations. Such coverage occurred over 300 times in FY 04 and can only be solved by increasing the number of career firefighters on duty.

Firefighter John Hannum retired in December after a distinguished career – John now is the volunteer Fire Chief in Whately. New paramedic/firefighters hired to replace him and fill two other vacancies were Mike Szewczynski, Jeffery Parr and Justin Cooper. We now have 24 paramedic/firefighters with one in testing.

Paramedic/firefighter David Dion was called to active military duty for one year in Cuba, while Captain Jeffery Olmstead served in Kuwait.

Our fire safety education program in the schools (SAFE) completed another successful year under the coordination of Captain Masloski. The Department's new SAFE trailer was inaugurated during the year as well. Rather than rely upon the County SAFE trailer, which is in a worsening condition, our SAFE instructors raised more than \$14,000 in donations to purchase and equip our own trailer. It is used in teaching fire safety behaviors to students in Amherst, Leverett, Pelham and Shutesbury.

Captain McKay and paramedic/firefighter Shanley continued to expand the tactical paramedic team, which interfaces with Amherst, state and UMASS police at civil disobedience events where medical assistance may be needed under less than ideal situations.

The Department's Technical Rescue Team, comprised of career and call firefighters, is led by Captain Sterling; they continue to train to handle confined space, high angle, trench, collapse and other technical rescues. The Team is expected to receive some equipment during the fall from a federal grant.

Captains Childs and Olmstead continue to assist our EMS program in terms of training, continuing education, and a quality assurance program for our paramedics and EMTs so that we continue to render excellence in medical care.

Paramedic/firefighter Sell continues as a member of the County's child fire-setter intervention group. Captain Johnson and firefighter Tebo comprise the Fire Department component of the Town's Fire Investigation Unit, along with a state police sergeant and an Amherst Police lieutenant and police officer.

Captain Childs and paramedic/firefighter Martell continue their work with TRIAD members to install signs for the “What’s Your Number” project. Over 1,200 homes now have street number signs posted in front yards to allow police and fire personnel to find them more quickly in an emergency.

Paramedic/firefighter Josh Shanley participated in emergency management issues with Assistant Chief Zlogar, who is the Town’s Emergency Manager (formerly Civil Defense Director). Firefighter Shanley also assisted with Homeland Security and Public Health issues for the Town.

Firefighter Adair and paramedic/firefighters Theilman and Szewczynski continue in their capacity as our mechanics, saving the Town thousands of dollars repairing our vehicle fleet. This summer they are re-building our Tanker so that we do not have to purchase a new one, saving approximately \$225,000 for the Town.

Our Call and student volunteer firefighters are an integral part of our Fire Department. We could not provide the level of emergency services for the Town without them, especially when all of our career on-duty members are functioning at emergencies.

The new Fire Station Study Committee began meeting in FY 04. This citizen committee, appointed by the Town Manager to determine how many fire stations Amherst should have, based upon our demographics and emergency call location history and future growth projections, is working towards a recommendation for the FY 06 Annual Town Meeting. The Committee is chaired by Lynn Griesemer, with members Ted Mone, Kay Moran, Larry Archey, John Coull, Lee Hines, Vic Zumbruski and Fire Chief Keith Hoyle (staff liaison).

We endured the Coolidge Bridge construction project for three years. Next will be the re-construction of Route 9 from the bridge east to the center of Hadley. We expect once again that Police details along the route will be instrumental in clearing the way for our ambulances to respond to the Cooley Dickinson Hospital in Northampton in a timely fashion.

We were able to assign paramedic/firefighter Bill Klaus to assist in fire prevention inspections and plans review. At any given time, approximately 50 construction projects are ongoing that require Fire Department oversight for Fire and Building Code compliance. We have been overwhelmed in this area for several years; the addition of firefighter Klaus will reduce the backlog of work and enable us to serve the contractors and thus the public more effectively.

Again in FY 04, we won a federal FIRE grant that allowed us to replace equipment with only a 10% outlay of our own funds. FEMA forwarded us over \$332,000 to replace firefighter protective gear, 10 breathing apparatus, and our radio communications system, as well as a zodiac rescue boat and a snowmobile. We now have received over \$550,000 in two years under this federal program.

But Amherst has the smallest career firefighter contingent in the state for our population range. And we continue as one of the busiest departments in terms of emergency responses and fire prevention activities. We have to allocate additional full-time resources, as stress and injuries increase each year along with the amount of the work generated by the area’s population growth. The increasing number of times we have no personnel immediately available to answer emergency calls is of great concern as a matter of public safety.

I applaud the men and women of the Amherst Fire Department for their selfless devotion to duty despite the annual increase in our workload. And Amherst's citizens need to be recognized as well for their practice of fire-safe principles and the usual cooperative attitudes we encounter during emergencies and inspections.

Reports on fire and inspection statistics, emergency medical services, Department training, and the Call and Student Forces follow. This material was authored by Assistant Chiefs Mike Zlogar and Lindsay Stromgren, Captain Tim Masloski, and Call Deputy Chief Edward Mientka, Jr.

Respectfully submitted,  
Keith E. Hoyle, Fire Chief

### **6 YEAR STATISTICAL RECORD**

	<u>FY 04</u>	<u>FY 03</u>	<u>FY 02</u>	<u>FY 01</u>	<u>FY 00</u>	<u>FY 99</u>
EMS RESPONSES	3,693	3,500	3,361	3,067	3,055	2,983
FIRE RESPONSES	1,367	1,292	1,333	1,426	1,198	1,099
TOTAL:	5,060	4,792	4,694	4,493	4,253	4,082
FIRE PREVENTION	2,320	2,005	1,911	1,503	1,503	1,397
FIRE LOSS IN \$	473,460	895,000	438,350	342,285	423,800	439,715

### **FIRE DEPARTMENT VEHICLES**

Engine 1:	2001 Emergency One 1500 gpm pumper
Engine 2:	2003 Emergency One 1500 gpm pumper
Engine 3:	1995 Central States 1500 gpm pumper
Engine 4:	1999 KME 1500 gpm pumper
Engine 5:	1990 Emergency One 1500 gpm pumper
Ladder 1:	1988 LTI 105 foot aerial platform with 1250 gpm pump
Rescue 1:	1976 Maxim 1000 gpm pumper
Tanker 1:	1972 Military 6WD 1300 gallon capacity
A-11:	1995 Horton Ford ambulance
A-12:	2003 Horton Navistar ambulance
A-13:	1997 Horton Ford ambulance
A-14:	2004 Horton Navistar ambulance
A-15:	2001 Horton Navistar ambulance
R-2:	2000 Ford F-350 4WD pick-up
R-4:	1985 Chevrolet Military 4WD brush truck
R-5:	1997 Dodge van
X-1:	2000 Ford Crown Victoria
X-2:	1998 Ford Explorer 4WD
X-3:	1995 Ford Crown Victoria
X-6:	2000 Ford Crown Victoria
X-10:	1995 Ford Crown Victoria
Utility:	2001 John Deere ATV
Trailer:	1997 Aerolite (SAFE Program)

## **EMERGENCY MEDICAL SERVICES**

EMS continues as the component that generates most of our emergency traffic. We increased activity 5.5% over FY 03 levels, to 3,693 runs. F/F Clooney received his state paramedic certificate, with F/F Szewczynski expecting his this fall. This will increase our number of career paramedics to 25.

Our ambulance fleet is 100% complete again, after the devastating loss of our two front line Navistar ambulances last year to motor vehicle accidents.

We continue to provide EMS to Hadley, Leverett, Pelham and Shutesbury, and these communities pay a per resident fee to us for this service. Over 26% of our total EMS activity goes to these non-Amherst communities. In FY 05 the fees and therefore the revenue from this service will be increased.

Normally we can staff only 3 ambulances simultaneously. Only a third of the time can we staff 4 ambulances with on-duty personnel. Of consequence, then, is the number – 106 times – when 4 of our ambulances were committed simultaneously and 31 times when our 5<sup>th</sup>, or spare, ambulance, was engaged as well (the 5<sup>th</sup> ambulance usually is staffed by Call or student firefighters).

Nearly 40% of our total EMS calls required some sort of advanced life support (ALS) intervention. This is consistent with our experience since we expanded to ALS care over a decade ago.

The Coolidge Bridge project was watched closely for negative effects upon our EMS transports to Cooley Dickinson Hospital. There were times when our response was slowed, but no adverse effect on patient care could be noted.

Our firefighter injury rate continued to climb in FY 04, with 48 injuries (up from 42 last year). As we increase activity, and our workforce grows older annually, this rate will continue to climb unless we can increase our workforce to spread out the workload. Our career personnel have the highest rate of emergency calls per firefighter in the state. One could say we are the most efficient workforce, but we continue to note the injury rate and the stress that this workload creates as well.

### **FY 04 EMS RESPONSES**

Amherst:	2,043
Belchertown:	31
Hadley:	754
Leverett:	61
Pelham:	68
Shutesbury:	61
Sunderland:	33
Amherst College:	73
Hampshire College:	48
UMass:	518
Other:	<u>3</u>
Total Responses:	3,693

## **FIRE PREVENTION STATISTICS**

### **Building Inspections**

Home inspections (Chapter 148, Section 26F and new construction)	426
Multi-family dwellings (Chapter 148, Section 26C)	4
Construction plan reviews	
1 and 2 family residential	48
Commercial and multi-family	50
Amherst College	15
Hampshire College	6
University of Massachusetts	23
Fire protection system installations and alterations	128
Site Plan Reviews (Planning Board)	93

### **Life Safety Inspections**

Restaurants	64
Nursing and rest homes	8
Health care facilities	21
Inns and theaters	24
Fraternity and sorority	120
Public schools	34
Private schools	35
Childcare	44
Public buildings	9
Other buildings	4

### **Inspections and Permits**

Oil burner installations	49
LPG installations	26
UST removals	25
UST installations	0
AST installations	28
Tank truck inspections	2
Fireworks and pyrotechnic displays	11
Dumpster permits	54
Total Open Burning permits	882

### **Public Education Programs**

Open House	1
SAFE	61
Community programs	9
CPR and defibrillators	16

## **STUDENT VOLUNTEER FORCE**

The 28 UMass student volunteer firefighters continued to augment our career and call firefighters. During FY 04, 8 students lived at the North Fire Station, and the students had their pumper in service at the station 113 hours a week (M-F: 6pm to 7am, and Fridays from 6pm continuously until Mondays at 7am). The remainder of the week, they are on-call much like our Call and off-duty career firefighters.

The students responded to 206 fire runs and 11 ambulances trips during FY 04, an increase of 35% from last year. Their training is similar to that of our Call firefighters. Those on a daily shift train 90 minutes during that shift, and the entire student contingent trains every Thursday night for 3 hours. We do not expect that they will function at the same level as our career professionals, but they perform a critical ancillary service and sometimes arrive first at calls, as was the case at the UMass Foundry fire last year. In these instances, it is important that they carry out their duties and control the incident until other help can arrive. They have performed consistently well for us in these instances.

Student firefighters staff one pumper and, during fire incidents, also respond with the pickup truck and extra self-contained breathing apparatus, spare cylinders and firefighter rehab supplies. They maintain our Command Board during incidents and usually bring an ambulance and a squad to the scene with extra personnel as well.

Student firefighters also attended other training facilities besides the instruction received here. Some of those sites were the state Fire Academy in Stow, the National Fire Academy in Emmitsburg, Maryland, and the Springfield Fire Department Training Center.

In April, 22 new student firefighters began training to replace graduating seniors for FY 04. We should start FY 05 with around 36 students, but will lose some to attrition, as we always do. Whatever prompts some students to elect to try to do this job often is tempered during the 72-hour "Wonder Week" training that occurs one week before the college semester begins in September. Then, each student has to look within him/herself to determine if this really is for them. Usually 4-6 new students decide not to continue in the program and drop out during "Wonder Week" or choose not to return at all.

Most remain with us, and some do go on to choose the fire service as their profession, as evidenced by the 12 former graduates who now are career firefighters in Amherst. In October 2003, we celebrated the 50<sup>th</sup> Anniversary of student firefighters affiliated with the Amherst Fire Department. Nearly 200 of our graduated members returned for this two-day event.

We look forward to another successful year with our student volunteer firefighters as they enter the second half of centennial service with us.



**FIRE DEPARTMENT RESPONSES\***  
**JULY 1, 2003 – JUNE 30, 2004**

\* Statistics include fire apparatus responses only. Ambulance calls are listed under the EMS section of the Fire Department report.

**RESPONSES by CATEGORY**

<b>FIRES:</b>	
Structure:	57
Vehicle:	9
Rubbish:	36
Brush:	13
Other:	<u>16</u>
Subtotal – Fires	131
RESCUE: (includes vehicle accidents)	227
HAZARDOUS CONDITION:	93
<b>FALSE ALARMS:</b>	
Malicious alarm:	52
System Malfunction:	246
Unintentional:	403
Good Intent Call:	75
Bomb Scare:	1
Other False alarms:	<u>16</u>
Subtotal – False Alarms	793
SERVICE CALL:	55
OTHER CALLS:	<u>68</u>
<b><i>TOTAL FY03 FIRE RESPONSES:</i></b>	<b><i>1,367</i></b>

**TYPE of ALARMS**

RESCUE/VEHICLE ACCIDENT:	227	Mutual Aid <u>TO</u> other communities:	13
STILL ALARMS:	1,082	Mutual Aid <u>FROM</u> other communities:	4
BOX ALARMS:	43		
RECALLS:	2		

## **FIRE LOSSES & CASUALTIES**

### **FIRE DOLLAR LOSSES:**

Buildings & other structures	\$437,025
Vehicles & other equipment	\$ 30,700
Other	<u>\$ 5,635</u>

<b>TOTAL</b>	<b>\$473,360</b>
--------------	------------------

CIVILIAN FIRE INJURIES	13
------------------------	----

FIREFIGHTER INJURIES	3
----------------------	---

## **FY 04 FIRE TRAINING**

During FY 04 we strove to review basic skills as much as practicable with the on-duty career firefighters, given the limited amount of time available between emergency calls and inspections. Likewise the Call and Student Forces focused on the basics during their weekly drills. Eighteen new student firefighters completed the annual week of basic training in August, along with the fourteen returning members of that group.

As in past years, our members were able to take advantage of a wide range of course offerings from the Massachusetts and National Fire Academies. Eighteen Department members traveled to the National Fire Academy in Emmitsburg, Maryland in September for a weekend of training on a variety of subjects. Some of the basic courses taken from the Massachusetts Fire Academy included topics such as structural firefighting, flashover chamber, drafting, and vehicle extrication. A few members took courses focused on their area of responsibility, such as arson investigation and fire prevention. In January, four new Call Firefighters graduated from the Hampshire County Recruit Firefighter program taught by the Massachusetts Fire Academy.

Throughout the year, a number of special classes were scheduled with all Department members to train on new equipment. Topics included vehicle extrication training with the new Holmatro Rescue Tools (“Jaws of Life”) and training on the new radio system that was installed during summer 2004. Some of the groups within the Department completed initial training on setting up and operating firefighter rehabilitation (“Rehab.”) at a fire scene. This function serves to monitor the firefighter’s physical condition at a scene, and assure that everyone is receiving adequate amounts of fluids, food, and rest. The Amherst Fire Department recently developed a model program for firefighter rehabilitation, which is being taught to other departments in Hampshire and Franklin counties. All members of the Department will complete training on firefighter rehabilitation during the next year.

The various specialized teams that have formed within the Department (e.g. Confined space/high-angle rescue, Search & Rescue, Tactical Medics) continued to train during off-duty hours within their groups. Some of these specialized skills were also presented to other members of the Department, specifically ice rescue and high-angle rescue. Two full-time members of the Department were appointed to the regional Hazardous Materials Response Team and completed the required basic training.

During FY 05, we will need to train on additional pieces of equipment that are being purchased through federal grants, such as a snowmobile and rescue sled for wilderness rescues, and an inflatable boat for water rescues. As time allows, we will also continue to review the basic firefighting and rescue skills that are the core of our daily work. We hope to send every member of the Department at least once during the year to live-fire training at the burn building at the Springfield Fire Academy.

## **CALL FORCE**

The Amherst Fire Department Call Force serves the Town of Amherst by augmenting the Fire Department's full-time force with fire suppression and emergency medical services. The Call Force may be called in at any time to respond to an immediate emergency or to be available at the station when career on-duty resources are committed to fire or emergency medical calls. In FY 04, the Call Force responded to 42 box alarms and 34 calls which included fire alarm activations, motor vehicle accidents, and emergency medical incidents. In addition, the Call Force was called into the station 95 times to provide fire suppression coverage for the town.

The Call Force provided a variety of additional services for the Town. Our members assisted with activities during the annual National Fire Prevention Week Open House, as well as at the annual Student Awareness for Fire Safety Education (SAFE) graduation. An engine company and other support personnel were on stand-by during the 4<sup>th</sup> of July fireworks display, and members provided stand-by ambulance services at several large events. During two severe snow emergencies, a Call Force engine company remained in service for the duration. During this spring's busy open burning season, Call members received calls, provided data entry, conducted on-site inspections, and issued burning permits.

As FY 04 ended, the Call Force had 23 members, including 17 Massachusetts Registered Emergency Medical Technicians (EMTs), 12 qualified pump operators, and 7 qualified to operate our aerial platform. Fire apparatus assigned to the Call Force is a 1988 LTI 105' aerial platform (Ladder 1), and a 1999 KME pumper (Engine 4).

Training continues to be paramount in maintaining Call Force firefighting and EMS proficiency. In addition to weekly training classes and exercises, specialized courses were taken through the Massachusetts Firefighting Academy and the National Firefighting Academy. Live burn exercises were conducted at the Springfield Fire Training Center and at the Massachusetts Firefighting Academy in Stowe, Massachusetts. Veteran Call Captain Richard Mears served as Chair of the Hampshire County Fire Defense Training Committee as well as a course instructor.

From September 4, 2003 until February 28, 2004, our four newest members attended the 2<sup>nd</sup> Firefighter I Plus Recruit Class, designed for call and volunteer firefighters and offered by the state Firefighting Academy. Serving towns across all of Hampshire County, the class was 150 hours in length and included all aspects of basic firefighting, such as fire behavior, search and rescue, forcible entry, self contained breathing apparatus, hazardous material operations as well as structural firefighting exercises under live, intense fire conditions. Classes were taught by state Firefighting Academy instructors and Hampshire County Fire Defense training instructors from Amherst and South Hadley. Congratulations to firefighters Ahmed Harris, Kate Kelly, Brett Morgan, and Bill Sweet, who, through this program, successfully became Massachusetts Firefighter I Certified.

Amherst Call Firefighters are ready to respond, continue their fire service dedication, and appreciate the opportunity to serve the Town of Amherst.

## HEALTH DEPARTMENT & BOARD OF HEALTH

Fiscal Year 2004

The mission of the Amherst Board of Health, working through the Health Department, is to promote the health and wellbeing of our community. We fulfill this mission through our core functions: assessment, assurance, promotion, and policy development.

**Assurance:** Ensuring that all Amherst residents have the services necessary to maintain or restore good health either by coordinating the delivery of services by other agencies, by policy or regulation development, or by providing services directly

**Assessment:** Systematically collecting, assembling, analyzing, and making available information regarding the health of the community, including statistics on health status, community health needs, and epidemiological studies of health problems

**Promotion:** Providing services and educational opportunities that encourage healthy environments and healthy lifestyles

**Policy Development:** Development and implementation of comprehensive public health policies, regulations and legislation.

The work of the Amherst Health Department is organized into six major areas: Access to Health Care, Infectious Disease Control, Disease Prevention and Health Promotion, Environmental Health, Health Policy and Planning and Emergency Preparedness.

### I. Access to Health Care

Ensuring access to health care for all Amherst residents continues to be a priority for the Department. Many of our programs focus on assuring access to health care for Amherst residents. Some of these programs are: Hampshire Health Connect, "Peace in the Family: a Khmer Community Project" and the Convalescent Equipment Loan Program. Due to budget cuts, the Health Department was not able to provide significant services to the newcomer Latino community during this year. We hope to find a way to reinstate these services.

#### **Hampshire Health Connect**

Hampshire Health Connect (HHC) is a nonprofit organization created by a group of citizens, providers and representatives of local government, businesses and the insurers. Its aim is to link families and individuals who are underinsured or who have no health insurance with insurance programs that they may be eligible for or to medical providers willing to see HHC patients at no charge or on a sliding fee scale. The HHC is housed in Cooley Dickinson Hospital. The Health Director, Epi Bodhi, is currently secretary of the Board of Directors of HHC.

Thanks to several grants, HHC was able to engage the services of a Latina caseworker who has been working out of the Amherst Health Department to enroll all Amherst residents, but especially those whose first language is Spanish, in the program.

#### **Cambodian Health**

Many Cambodian Americans live in the Amherst area. The Department has identified many unmet needs of this population. "Peace in the Family: A Khmer Community Project" has

been a part of the Department services since 1997. Due to a lack of funding in FY 04, the Outreach Worker position was cut. The impact of this cut especially affected domestic violence victims and the elderly. Clients cannot be referred to other agencies because there is no Cambodian mutual assistance association in Western Massachusetts. Most local social service agencies do not have Khmer-speaking staff.

However, because of our work with Khmer Health Advocates, an organization based in Hartford that offers medical and mental health services for Cambodians, the Health Department was a recipient of equipment to provide Telemedicine services. The Khmer Health Advocates offered a small grant to the Health Department so that we could facilitate members of Amherst's Cambodian community talking face to face with medical providers based in Hartford.

In addition we received a small grant from the RSVP program which allowed our Outreach worker to continue on a very limited basis.

### **Convalescent Equipment Lending Program**

Kathryn Drake, Health Department Office Administrator, receives convalescent equipment such as walkers, commodes, shower benches, tub safety rails, canes, crutches, and a limited number of wheelchairs through donations and maintains a loan closet for citizens in need. Forty-nine Amherst residents borrowed sixty-eight pieces of convalescent equipment during FY 04.

## **II. Infectious Disease Control**

Controlling the spread of communicable diseases and food-borne illnesses is an important function of the Health Department.

Infectious Disease Surveillance and Control during FY 04 included the following:

- 3 cases of active Tuberculosis
- 32 cases of Tb prevention and control
- 16,320 doses of vaccine distributed to eleven Amherst providers
- annual flu clinic, in conjunction with the Council on Aging, provided vaccines for flu and tetanus to 254 residents
- immunization Clinics held monthly provided 225 immunizations to adults and children
- 3 cases of Salmonella, 2 cases of Giardia, 4 cases of Campylobacter, 4 cases of chickenpox, 19 cases of Pertussis, 5 cases of Hepatitis, 21 cases of Lyme Disease, 2 cases Shigella, 3 cases of Cryptosporidiosis, 1 case of Haemophilus Influenzae, 1 case of malaria.

## **III. Disease Prevention and Health Promotion**

Programs aimed at promoting health and preventing disease are another important aspect of the Health Department's work. Programs and interventions are either for the general public or are targeted to certain groups that are at increased health risk because of their membership in a particular demographic, or as consequences of their own behaviors or the behaviors of others.

**High risk groups**

- The Public Health Nurse and Inspectors work together in a team approach to address the multi-faceted problem of hoarding, via joint inspections that include mental health assessments and referrals to social services.
- The Health Director and Public Health Nurse have begun work with the Council on Aging to ensure that seniors are offered high quality nursing services.
- Emergency planning and bioterrorism response planning continues at the Town, state and county level.
- Town of Amherst Handicapped Permits are available to residents of Amherst who have a temporary or chronic condition that substantially limits their mobility. This permit allows residents to park in handicapped spaces within the Town of Amherst. This permit WILL NOT extend any privileges beyond Town limits, or to the area colleges. A permit may be obtained from the Amherst Health Department. A doctor's certificate stating the condition and the expected duration of the disability is required.

**Alcohol and Substance Abuse Education**

The Health Director continues to be active in several Town, University, and school efforts to examine alcohol abuse, underage drinking, and substance abuse. Results of a high school survey of students' abuse of alcohol and drugs revealed a serious situation. The Amherst Board of Health received a grant from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) in 1999 to help address this problem of substance abuse in the high school. This has enabled us to hire a Health Educator, Kathy Wicks, to help coordinate the work of the Amherst Drug Free Community Partnership. The OJJDP grant is in its third year of funding. Work to develop and maintain a secure organizational structure and build stronger relationships among the key players continues. Strengthening the coalition is an ongoing focus of the Partnership. The Partnership continues to support existing local youth programs, pilot new programs, and develop messages that discourage alcohol and other drug use among youth in Amherst. The Partnership has explored other strategies of substance use prevention and will continue to initiate action in this regard with youth and adults.

Programs targeting youth that the Partnership funded included, for the second year in a row, hosting the Challenge Day Program for 200 youth and 40 adults. This program is designed to engage youth in an interactive process where youth challenge themselves to understand different forms of oppression that exist in our society and which are often the basis of behavior affecting the social climate at their school (such as violence, drug and alcohol use, truancy, bullying, etc.). This program is an integral part of the school district's effort to improve the climate of the school. The Partnership was also involved in two of the Challenge Day follow-up events, a breakfast and a lunch where students were "challenged" to mix things up and sit with students according to their birth month whom they may not have ever talked to before. The program and the follow-up events were considered a huge success by the students, the school administration, parents, and other community participants. Other programs targeting youth that the Partnership supported this year include a youth/family support program run by the Family Outreach of Amherst, the Big Brothers, Big Sisters mentoring component of the Diversion Program, a peer social marketing campaign, and youth scholarships for the LSSE Outdoor Challenge Camp.

Parents are another target audience in the effort to reduce substance and alcohol use. This year the Partnership was actively involved in working with the high school and the High

School Parent Center to involve parents in sharing strong non-use messages with their teens. Using data from the parent survey conducted last year, posters and brochures were tested this year and will be ready for the social norms media marketing campaign that will be launched in September. Social norms marketing is a cutting edge public health strategy that challenges misperceptions about behavior and replaces it with actual data, so that healthy behavior ultimately becomes the uncontested norm. Other programs that the Partnership helped plan and/or support this year include the first annual Amherst Regional High School Parent Conference, the Study Circle initiative that was organized by the ARHS Parent Center to build community and engage in the topic of race and class that is an underlying factor in how youth and families experience this community, and the Safe Schools/Health Students Parent guide.

Both a parent and a youth survey were administered in the spring of 2003. The youth survey was done in collaboration with the Safe Schools Initiative and was administered for the second time, in the spring of 2004. This data will be used to continue to monitor our progress in the community around Alcohol and Other Drugs (AOD) use among youth, but we will also use the information to develop a social norms marketing campaign to challenge the misperceptions around AOD use among youth.

#### **IV. Environmental Issues**

The Board of Health is required by state statute and regulations to perform many important and crucial duties relating to the protection of public health, disease control and the promotion of sanitary living conditions. On behalf of the Board of Health, Environmental Health Services staff for FY 04 conducted 1,252 inspections and issued 397 permits.

##### **Food Safety**

The Health Department issues food permits for all food service establishments, including restaurants and food service facilities in stores, recreational camps, bed and breakfasts, colleges, hotels, motels, retail food, schools and mobile food units.

We enforce Chapter X of the State Sanitary Code: Minimum Standard for Food Establishments, 105 CMR 590.000. This code, along with the Federal Food Code, allows us to conduct inspections, issue orders and suspend or revoke permits where necessary.

The Health Department regularly inspects the eighty-four food handlers in Amherst. These include retail, bakery and catering establishments. Since the state's adoption of the 1999 Federal Food Code, the Health Department has worked to help local restaurants comply. The code requires that all restaurants have a person in charge (PIC) that has knowledge of food-borne disease prevention and application of the Hazard Analysis Critical Control Point (HACCP) principles. Along with the HACCP principles we have helped train personnel at the food establishments in anti-choking procedures. This year will include continued monitoring of food managers to ensure that they obtain Food Manager Certification and to develop a food protection program in several languages.

##### **Body Art Establishments**

The Town has seen an increase in applications for Body Art establishments, and the Health Department has developed and implemented new Body Art and Massage Therapy regulations.



### **Recreational Camps**

The number of recreational camps in the Town has increased, along with the number of children attending these camps. This change has increased the monitoring and number of inspections needed to maintain quality and compliance in operation of these camps. The state Department of Public Health has added additional regulations to the recreational camp requirements.

### **Housing**

The Health Department is working to ensure that all the residents are provided with safe, high-quality housing. During FY 04, the Health Department was involved in the emergency condemnation of 10 rental units that violated sanitary codes. In FY 04, 141 housing inspections were conducted.

### **Precautionary Principle**

The Health Director continues to be actively involved in a statewide coalition to apply the Precautionary Principle, which states:

“When an activity raises the threat of harm to human health or the environment, precautionary measures should be taken even if some cause and effect relationships are not established scientifically.”

### **West Nile Virus**

The Department continues to educate residents about measures to prevent becoming infected with West Nile Virus (WNV). In FY 04, 29 dead birds were reported for surveillance purposes to the Health Department; of these 9 birds were submitted for testing and 6 of these birds were found to be positive for WNV. There was one confirmed human case.

### **Environmental Management System**

With the cooperation of the Amherst School System, the Amherst Health Department is developing a plan to implement a pilot Environmental Management System (EMS) funded by the Department of Environmental Protection.

An EMS is a set of ongoing management processes and procedures that allow an organization to analyze, control, and reduce the negative environmental impact of its activities, products and services.

## **V. Emergency Preparedness**

The Health Department has been very active in the area of emergency preparedness. One of the major projects includes development of a Medical Reserve Corps (MRC). The Health Department was awarded grant funding from the Federal government to initiate an MRC program, a national effort to organize local volunteer teams of trained medical and public health professionals. These volunteers could be called on during a local disaster or for other local public health efforts throughout the year. The Amherst MRC has the goal of enhancing the Town of Amherst's efforts to prepare and respond to emergencies that are beyond the scope of existing Town emergency response resources. Three main areas of focus will include assistance during sheltering of displaced residents, large scale vaccination or medication efforts, and assistance during decontamination operations. MRC volunteers will receive training in these areas through collaboration with the American Red Cross, and the Massachusetts Departments of Public Health and Fire Services. In addition, a leadership team

of volunteers will develop projects to enhance public health efforts in Amherst. MRC staff hired during FY 04 included Joshua Shanley, Disaster Resource Coordinator/MRC Director, and Kate Kelly, Health Educator/MRC Coordinator.

The Health Department is also coordinating the development of the *Community Emergency Response Team* (CERT), which is another Federal initiative designed to coordinate volunteer efforts during disasters. CERT member's primary mission is to safely provide care of injured people and perform basic safety functions if emergency response personnel are delayed due to an ongoing large scale emergency.

In addition to the MRC and CERT programs, Health Department personnel are active in regional efforts focused on disaster preparedness. Josh Shanley is the vice-chair of the Local Emergency Planning Committee (LEPC) and Director of the Hampshire Public Health Emergency Preparedness Coalition. Kate Kelly is also an active member of the LEPC. The Western Massachusetts Regional LEPC represents the 19 communities of Hampshire County and eight disciplines within those towns: Fire, Police, Community Services, Public Health, Media, Emergency Services, Chief Elected Officials and Public Works.

Health Department staff have been attending multi-discipline emergency preparedness trainings sponsored by the CDC and Massachusetts Department of Public Health (MDPH) pertaining to topics such as isolation and quarantine guidelines, mass immunization clinics, and field decontamination procedures and protocols. Additionally, the Health Department participated in a regional tabletop exercise that involved management of Weapons of Mass Destruction (WMD) incident. A larger, functional exercise is planned for this fall involving testing procedures for distributing medication during a bioterrorism attack.

## **VI. Health Policy and Planning**

The Board of Health is responsible for setting policies and creating regulations to protect the health of Amherst residents.

### **Health Planning**

The Health Director is an active member and on the Board of Directors of NACCHO (National Association of County and City Health Officials.) She is a member of the Social Justice Committee as well as the Task Force to develop an operational definition of Local Public Health.

The Amherst Health Department was chosen by NACCHO to be one of nine demonstration sites for a strategic planning tool called MAPP (Mobilizing for Action through Planning and Partnership). This is an opportunity for the Health Department to work with the many institutions throughout Hampshire County that form the public health system so that we may better serve the health needs of all residents. To this end, the Health Department worked with the Hampshire County Partnership for Health, the United Way of Hampshire County and the Strategic Planning Initiative for Families and Youth (SPIFFY) to gather information about the health status of residents and the capacity of our public health system to provide essential public health services. This information was compiled in a report that will be presented to the larger community.

Amherst was chosen as a site to begin exploring the links between land use planning and public health. The Director of the Health as well as the Planning Director was invited to a conference to begin this link.

#### **FY 04 Board of Health**

Nancy DiMattio  
Sarina Ergas  
J. Stephen Hickman, MD  
Ellen Leahy-Pile  
Orlando Sola-Gomez, MD  
Epi Bodhi, Health Director

## AMHERST HISTORICAL COMMISSION

Fiscal Year 2004

### **Charge & Membership**

The Amherst Historical Commission is a standing municipal committee of the Town of Amherst, Massachusetts, created by Amherst Town Meeting in October 1972. The seven Commission members are volunteer citizens appointed by the Town Manager to three-year terms. Under M.G.L. Ch. 40, Sec. 8D, the Historical Commission is the Town committee responsible “for the preservation, protection and development of the historical or archeological assets” of Amherst.

<u>Current Membership</u>	<u>Year Appointed</u>	<u>Term Expires</u>
Sharon Smith Carty	2000	2006
Edith MacMullen, Chair	2001	2007
Paul F. Norton	2003	2005
Caroline Olson	2003	2006
Max Page, Vice Chair	2001	2007
Jean Thompson, Clerk	2003	2006
James Wald	2002	2005

### **West Cemetery Preservation Projects**

Established in 1730 for the British colonial settlers of the East District of Hadley, West Cemetery is Amherst’s oldest and most historic place. The Commission has been actively working on its preservation and restoration since 1996.

***Improvements*** ~ A Commission subcommittee developed designs and sought cost estimates for new cemetery signs and lighting funded by Fall 2003 Town Meeting through Community Preservation (CPA) funds (\$19,065).

***Headstone Restoration*** ~ Cost estimates were sought for the first of two phases of significant headstone restoration for the cemetery. Estimates have been received for restoration of headstones in the oldest (1730-1830) sections of the cemetery, and CPA funding for this first phase will be requested at the Fall 2004 Special Town Meeting. A second phase of headstone restoration will focus on headstones in the 1870 section of West Cemetery.

***West Cemetery Mural*** ~ Amherst’s first community history mural was developed during a public process conducted in fall/winter 2002-03. In October 2003, the Commission obtained support from the Community Preservation Act (CPA) Committee for a request for \$15,000 in CPA funding to underwrite community fundraising for the mural project. The Fall 2003 Special Town Meeting initially voted the funding but, on a subsequent evening, withdrew that support. Accordingly, an Historical Commission subcommittee began targeted fundraising and grant applications for the West Cemetery mural in November 2003. After obtaining about half of the project cost through targeted fundraising by April 2004, community-wide fundraising was begun in May and the original project-funding goal of \$35,000 was reached by mid-June. Installation

of the mural – paid for entirely through private community donations and gifts – is slated to begin in September 2004 and will involve local high school students and community volunteers.

***Other Improvements*** ~ The 1999 West Cemetery Preservation Plan, the plan for restoring and preserving the cemetery, includes plans for restoring and improving other cemetery structures (the Town Tomb, for instance), landscape plantings, and for making the cemetery more accessible to residents and visitors as an historic site and downtown public open space. Future CPA and other funding requests will address restoration of the Town Tomb and several cast-iron fences around family plots, as well as general improvements (pathways, landscaping, etc.), and improvements of the North Pleasant Street entrance.

**West Cemetery Donations.** The Commission encourages ongoing community donations to help support this preservation work in West Cemetery. Checks should be made out to either “Town of Amherst, West Cemetery Mural” (to help establish a maintenance fund for the mural) or “Town of Amherst, West Cemetery Improvements” (to help support ongoing cemetery preservation projects), and should be mailed to the Amherst Historical Commission, c/o Amherst Planning Dept., 4 Boltwood Avenue, Amherst, MA, 01002.

### **North & South Amherst Cemeteries**

The North Amherst and South Amherst cemeteries were established in 1817-18 and are of considerable historical importance. Once fundamental work has been completed on Amherst’s oldest burying ground (West Cemetery), the Commission intends to apply for funding for preservation/restoration projects for the North Amherst and South Amherst cemeteries.

**North & South Cemetery Donations.** Interested citizens are encouraged to donate funds to help maintain those cemeteries and to underwrite and help jump-start future preservation work. Checks should be made out to either “Town of Amherst, South Amherst Cemetery Improvements” or “Town of Amherst, North Amherst Cemetery Improvements,” and should be mailed to the Amherst Historical Commission, c/o Amherst Planning Department, 4 Boltwood Avenue, Amherst, MA, 01002.

### **Amherst Preservation Plan**

Since summer 2003, the Commission has been working with consultants Martha Lyons and William Geizentanner to develop an overall historic preservation plan for Amherst – the Amherst Preservation Plan. Inventory, assessment, and preliminary public outreach were conducted between September 2003 and February 2004. Public forums to review the draft plan were held on February 20 and June 28. A preliminary draft of the Plan was submitted in early June. The Amherst Preservation Plan will serve as a ten-year action plan for historic preservation for Amherst and is designed to serve as the historic preservation component of a community comprehensive plan.

### **Demolition Delay Review**

Under Article 13, Demolition Delay, of Amherst’s Zoning Bylaw, the Commission reviews and may hold a public hearing on the proposed demolition of any structure or building in Amherst. Following a public hearing, if the Commission finds a structure/building to be significant using the criteria established in the Zoning Bylaw, it may impose a 6-month delay on demolition to

allow exploration of alternatives to demolition. Since July 1, 2003, the Commission reviewed and acted on the following demolition application requests:

<u>Request</u>	<u>Address</u>	<u>Action Taken</u>
Demolish 1880's barn on Town Farm	986 South East Street	Six-month delay imposed
Demolish old garage	334 Lincoln Avenue	Demolition allowed
Demolish portion of an early 20 <sup>th</sup> century 'camp' residence	312 Leverett Road	Demolition allowed
Demolition of two 1940,s dormitories	Amherst College	Demolition allowed

### **Advisory Reviews**

The Historical Commission has no formal role in the permit review process beyond its demolition delay responsibility. Its advisory review is sometimes requested by other Town boards and committees, or by applicants seeking support for proposed changes to historic buildings, especially buildings listed on the National Register of Historic Places or in any of Amherst's nine National Historic Register Districts. Since July 2003, the Commission reviewed and offered recommendations on the following development projects:

<u>Request</u>	<u>Address</u>	<u>Action Taken</u>
New signs for retail business (Dickinson District)	321 Main Street	Approval recommended
New roofing and skylights for Grist Mill	26 Mill Lane	Approval recommended w/ conditions
Conversion of historic barn to Residence	54 High Street	Approval recommended w/ conditions
Addition & renovations for a non- conforming commercial building	462 Main Street	Approval recommended

### **Community Preservation Act**

Ms. Olson serves as the Historical Commission's representative on Amherst's Community Preservation Act Committee (CPAC). The Commission is developing a five-year CPA budget plan for historic preservation projects, including future projects for completion of the 1999 West Cemetery Preservation Plan, projects in Amherst's other historic cemeteries, projects identified by the Amherst Preservation Plan, and others.

### **Preservation Awards**

On August 11, 2003, the Amherst Historical Commission held a Town Hall reception to honor recipients of the 2003 Historic Preservation Awards of Merit, given for notable preservation of historically important farmhouses from different periods of Amherst's agricultural history. Recipients included:

♦ **Dana & Mary Snyder, 870 Bay Road** - For preservation and restoration of an early (1767) New England saltbox home and associated barn. The carefully-restored Snyder home on Bay Road is one of Amherst's best-preserved 18<sup>th</sup> century homes still in active residential use. A classic central chimney, wooden clapboard New England saltbox, the house was built around 1767-1772. First known residents were Moses Smith and his son Simeon, who ran a profitable wagon freight service to Boston, taking local goods to Boston and returning with shipments of New England rum for the Valley (Moses had previously operated an inn in Hadley). Their location right on "The Bay Road" – also called "The Brookfield Road" for the next significant colonial settlement to the east – must have been a distinct advantage. The barn to the east of the house is also very early and the Snyders are in the process of restoring it, as well.

♦ **Frederick and Linda Hess, 143 North East Street** - For preservation and restoration of a c. 1830 Federal style home and associated barns. The exact date of construction for this attractive Federal-style farmhouse is unknown, but it was in place by the mid 1830's – one of two houses built side-by-side by an early Amherst family of Dickinsons. The Hess house is the only one that survives. It has long commanded an extensive view east across the valley to the Pelham Hills. From 1856 through at least 1873, the house was owned by Willard R. Dickinson, an East Amherst farmer who served in Company D of the 27<sup>th</sup> Massachusetts Infantry Regiment during the Civil War. The Hess family has done an excellent job of restoring and maintaining the clean, neo-classical lines of this beautiful early Amherst farm residence. The lovely wrap-around porch is a later feature.

♦ **Heather Colson, "Mad Woman Farm," 784 South East Street** - For preservation and restoration of a c. 1850 Greek Revival farmhouse and associated dairy barns. Ms. Colson's clapboarded Greek Revival farmhouse was built c. 1850 by a J.H. Nutting. In 1873, the house was occupied by William Addison Dickinson, a dairy farmer. Mr. Dickinson was one of the original directors of the Bay State Creamery association in January of 1889, and a partner in Dickinson Brothers, a wholesale commission operation that sold meat and provisions from the South East Street farm. The property continued to be operated as a dairy farm by the Wentworth family from the 1920,s through much of the 20<sup>th</sup> century. The Greek Revival house, rambling rear addition, and tightly-clustered barns and outbuildings represent an important pattern of historic New England farm architecture. Whimsical window treatments are a local fixture.

♦ **Preservation Award Nominations.** The Commission is accepting nominations for 2004 Preservation Awards.

### **Publications**

The Commission sponsored development of a walking tour guidebook of the Dickinson National Historic Register District, focusing on the architecture and history of District buildings and other nearby structures with a connection to the history of the Dickinson family. The guidebook is slated to be completed in FY 05. Similar guidebooks are planned for all of Amherst's nine National Historic Register Districts. The Commission is also co-sponsoring a publication on the history of farming in Amherst.

### **Liaison**

Representatives from the Historical Commission serve on the Community Preservation Act Committee (Ms. Olson) and Comprehensive Planning Committee (Mr. Wald). Alex Kent (not a

Commission member) serves as the Commission's appointee and liaison to the Amherst Design Review Board.

Amherst citizens are encouraged to watch for notice of and attend Historical Commission meetings, and to check out the Commission's activities on the Town of Amherst webpage ([www.amherstma.gov](http://www.amherstma.gov)).

Edith Nye MacMullen  
Chair



## **ANNUAL REPORT MARCH 31, 2004**

**AMHERST HOUSING AUTHORITY  
33 KELLOGG AVENUE  
AMHERST, MASSACHUSETTS**

*Joan Ross Logan, Chair*

*Peter Jessop, Vice Chair*

*Judy Collins, Treasurer*

*Judy Brooks, Assistant Treasurer*

*Steve Rogers, Member*

*Donna Crabtree, Executive Director*

**AMHERST HOUSING AUTHORITY  
33 KELLOGG AVENUE  
AMHERST, MASSACHUSETTS 01002**

**ANNUAL REPORT AMHERST HOUSING AUTHORITY**

The Amherst Housing Authority respectfully submits its Annual Report to the citizens of the Town of Amherst, Ms. Jane Gumble, Director of the Department of Housing and Community Development, the Secretary's Representative of the U.S. Department of Housing and Urban Development, and State Auditor Joseph DeNucci for the year ending March 31, 2004.

The members and staff of the Amherst Housing Authority reaffirm their continued desire to serve all the citizens of Amherst, including those who reside in the several buildings that the Authority owns and also AHA tenants who reside in privately owned buildings in the Town of Amherst.

Sincerely,

Joan Ross Logan  
Chair

## **BOARD OF COMMISSIONERS**

The voters of the Town of Amherst elect four members of the Board at large and the Governor of the Commonwealth of Massachusetts appoints one member. All members serve five-year terms. The members establish policies regulating the operation of the Amherst Housing Authority. Regular Board meetings are held on the fourth Tuesday in the community room at Ann Whalen Apartments.

Members of the Amherst Housing Authority Board of Commissioners are:

<b>Commissioner</b>	<b>Term Expiration</b>
Judy Brooks	April 2005
Steve Rogers	April 2007
Joan Ross Logan	April 2007
Peter Jessop	April 2009
Judy Collins	April 2006

At their annual meeting in April, Joan Logan was elected Chair; Peter Jessop, Vice-Chair; Judy Collins Treasurer; and Judy Brooks, Assistant Treasurer.

Peter Jessop was elected to an additional 5-year term in March 2004 and will continue to serve as the Authority's representative on the Community Preservation Act committee. Judy Brooks is the Authority's representative on the Housing Trust Fund sub-committee and Joan Logan is the Authority's legislative liaison. In her capacity as a Board member of the Massachusetts Chapter of Housing and Redevelopment Authorities, Donna Crabtree is Chair of the Scholarship Committee, and Vice-Chair of the Leased Housing Committee.

## **AMHERST HOUSING AUTHORITY HIGHLIGHTS**

In October, the Authority used a combination of Community Preservation funds and a conventional mortgage to purchase the Keet House at 99 Bridge Street. This property was an expiring use tax credit project; the Authority was able, through its purchase, to preserve the building as affordable housing. The units are leased to Section 8 voucher holders who participate in a transitional housing program, Grace House, for young mothers in recovery. A combination of stable housing and support services are allowing high-risk tenants to live in decent affordable housing, to continue with their sobriety program, and to gain additional parenting skills.

With the help of an additional \$123,550.00 in Community Preservation funds, the Authority was able to assist with the development of four units on Tamarack Drive, fund pre-development and site control costs of a vacant parcel on Main Street, and to determine the feasibility of converting two buildings into apartments.

The Authority received a \$22,000.00 grant from the Massachusetts Housing Partnership to assist with pre-development activities on the vacant Main Street property.

The Authority continues to participate in a state-funded pilot program to develop prototypes for modular family housing and anticipates construction of four units on Tamarack Drive this coming year.

The AHA received a capital grant award from the U.S. Department of Housing and Urban Development in the amount of \$31,133.00 for improvements at Watson Farms Apartments.

The Housing Authority revised its Annual Agency Plan with the assistance of a Resident Advisory Committee. The plan includes a mission statement, goals and objectives, and numerous policies and budgets. It is available for public review in the Authority offices, in the Planning Department at Town Hall, and in the Jones Library. The Agency Plan was submitted to the U. S. Dept. of Housing and Urban Development (HUD) for approval.

The Authority prepared plans and specifications for new offices on the first floor of Ann Whalen Apartments and signed a contract for the construction of the new spaces.

The AHA continues to improve its existing management, maintenance, and rental assistance programs and to emphasize preventative maintenance.

### ***AMHERST HOUSING AUTHORITY STAFF***

In addition to the actual day-to-day management, maintenance, and administration of the Authority's programs, the AHA staff provides housing referrals and information to the general public and to local and state agencies and boards.

#### **Administrative Personnel**

Executive Director	Donna Crabtree
Housing Manager	Nancy Schroeder
Director of Housing Programs	Paula Sayword
Office Manager	Pam Predmore
Section 8 Program Coordinator	Debbie Turgeon
Bookkeeper	Lowell LaPointe
Program Assistant	Juana Trujillo
Housing Inspector	Ed Cutting

#### **Maintenance Personnel**

Maintenance Supervisor/Mechanic	Jerry Aldrich
Maintenance Laborer	John Summers
Groundskeeper/Custodian	Dana Glazier

#### **Contract or Grant-Funded Staff**

Support Service Coordinator	Eunice Torres
Fee Accountant	Gary DePace
Counsel--State Programs	Christopher Brown, Esq.

### **AMHERST HOUSING AUTHORITY HOUSING**

<b>NAME OF BUILDING</b>	<b># OF UNITS</b>	<b>FUNDING TYPE</b>	<b>BUILDING NUMBER</b>	<b>DATE OF OCCUPANCY</b>
<b><u>ELDERLY/ HANDICAPPED</u></b>				
Chestnut Court Apts.	30	State	667-1	1962
Ann Whalen Apts.	80	State	667-2	1975
Jean Elder House	23	State-Private	667-3	1980
<b><u>FAMILY</u></b>				
Watson Farms Apts.	15	Federal	085-1	1982
Stanley St.	2	State	705-2	1988
Jenks St.	4	State	705-3	1989
Olympia Drive	4	State	705-1	1992
Fairfield St.	6	State	705-1	1992
Bridge St./Market Hill	6	State	705-1	1992
99 Bridge Street	4	Private	Section 8 vouchers	2003
<b><u>HANDICAPPED</u></b>				
John C. Nutting	5	State	689-1	1981
Moreau House	8	State	698-2	1990

### **RENTAL ASSISTANCE PROGRAMS UNDER CONTRACT**

<b>NAME OF PROGRAM</b>	<b>UNITS</b>	<b>TYPE</b>
Section 8 Rental	413	Federal
Mass. Voucher Program	20 units	State

### **Maintenance/Capital Improvements**

The maintenance staff prepared 17 vacancies for occupancy and completed 754 work orders. The staff also maintains the grounds and buildings at the Authority's twelve properties.

The Authority completed the following capital improvement projects: range hood replacement, parking lot improvements, air conditioning and automatic door opener egress button installation, boiler upgrades, and replacement of flooring, carpeting, and bathrooms fans.

## **Management**

In 2003, the U. S. Department of Housing and Urban Development designated the Authority, yet again, as a high performer. We received a 96% score on the HUD's Public Housing Assessment System Program. This program evaluates Housing Authorities in four areas: physical inspections of property, financial reporting, resident satisfaction, and management capability.

The Authority renewed its contract for Executive Director services with the Hampshire County Regional Housing Authority.

The Authority processed 1,063 new applications during the year and maintained combined waiting list totals of 1,101 applicants. This includes 663 applications that the Authority processed as part of the Section 8 state-wide central waiting list. That list currently has 47,348 applications on it.

AHA staff processed 171 income recertifications and signed leases with 17 new households residing in AHA-owned property.

## **Rental Assistance Programs**

The AHA administers three rental assistance programs: the Section 8 Housing Choice Voucher Program funded by the U.S. Department of Housing and Urban Development (HUD), the Massachusetts Rental Voucher Program (MRVP) and the Alternative Housing Voucher Program (AHVP), both funded by the Department of Housing and Community Development. Both programs permit eligible households to occupy privately owned units. The Authority pays part of the monthly rent directly to the owner. Over 90 local owners participate in the programs.

In 2003, the U. S. Department of Housing and Urban Development designated the Authority as a high performer; we received a 100% score on the HUD's Section 8 Management Assessment Program.

AHA staff issued 59 Section 8 Housing Choice vouchers, completed 603 income recertifications and leased 43 new families on the program. The Authority also completed 19 MRVP and AHVP income recertifications.

The Housing Inspector conducted 751 inspections. These inspections included annual, move-in, and special inspections of units leased through the Section 8 and conventional housing programs.

In December 2003, the AHA surveyed rental units in Amherst.

## **Rental Market Survey Results**

Bedroom Size	# of Units surveyed	Median rent (50% percentile)*
One	648	\$787.00
Two	1,088	\$949.00
Three	435	\$1,337.00
Four	45	\$2,000.00
Total	2,216**	

\*Please note: these are gross rents; they include utility allowances for tenant- paid utilities.

\*\*Units surveyed were multi-family apartment complexes; units in single, duplex, or triplex rental units were not used. This market data is very difficult to obtain.

## **Vacancy Rate**

Of the 2,216 units, 26 were vacant; thus, vacancy rate was 1.1%.

## **Resident Services**

The Support Service Program, through its Coordinator, arranges for counseling, individual assessments, support, and crisis intervention to elderly/handicapped residents. The program also provides a number of educational forums for residents.

Ann Whalen Tenant Organization sponsors meetings, workshops, and social events for all Ann Whalen residents.

## **THE HOUSING PARTNERSHIP / FAIR HOUSING COMMITTEE**

Fiscal Year 2004

This past year saw the completion of a major project, the decision to go forward on the development of affordable housing on Town-owned land, and a feasibility study on the Housing Trust Fund (HTF). Operating with an incomplete roster and without the assistance of a Town Planner, the Committee worked hard on old and new projects to increase affordable housing and to raise awareness of the need for more.

The Committee continued work on the 2003 Affordable Housing Plan (AHP), begun last year under the direction of Jeanne Armstrong of LandUse Inc. Several working meetings were held to assess findings and give feedback. The Committee held a public hearing in the fall to review and consider implications of the current housing situation, and to review and refine draft goals and strategies. The final report was organized around the recently revised (2002) Amherst Housing Policy with strategies to pursue those goals, a list of priority actions, and steps toward implementation. Penny Pitts gave a report on the Plan at Spring Town Meeting and was interviewed on ACTV for the League of Women Voters program, and the Bulletin published an Opinion piece by Audrey Child. It will be used as background material for introduction of the HTF and other projects. We presented the Plan to the Select Board for approval in June; action has been delayed due to a citizen critique.

The HP/FHC and the Amherst Housing Authority (AHA) held a meeting with Judy Steinkamp and Michael Gilbert of UMass regarding a report on their study of graduate student housing on their Olympia Drive property. Although the report showed great potential, the new Chancellor rejected it in favor of building undergraduate housing on campus. While we had hoped to work together on a joint project, the Committee decided to go forward with Town-owned Olympia Drive property development and made it a major priority. TM requested that the Legislature clarify wording in the original article so as to permit affordable housing, as had been the intent, and plans are now ready to go forward.

Another identified goal of the AHP was the formation of a Housing Trust Fund. We asked for Community Preservation Act Committee (CPAC) funding from Town Meeting to study and to set up the legal steps for a HTF. A subcommittee of Nancy Gregg and Audrey Child from HP/FHC and Donna Crabtree and Judy Brooks from AHA hired Winton Pitcoff to work with us to determine feasibility and develop a plan of operation. We held a focus group to critique the Draft plan. The subcommittee plans to report on the final draft at the Fall TM.

Our CPAC representative, Audrey Child, worked with Peter Jessop and Donna Crabtree of AHA to request \$133,550 for current projects. These included \$40,550 additional funds for Tamarack Drive property to decrease the size of the mortgage; \$10,000 to determine feasibility of a HTF and recommend a system of organization and operation; \$75,000 for predevelopment costs and to secure a Main Street property for affordable housing; and \$8,000 to cover carrying costs for two potential accessible units of affordable housing from a gift. All these requests were granted by the CPAC and approved by the Fall 2003 Town Meeting.

Under Joanne Levenson's leadership, the Landlord/Tenant Handbook (LTH) was revised to make it more user-friendly. Tom Coish of UMass did the revisions and saw to its debut online. Frank Wells worked with Town staff to get a HP/FHC page on the Town's website. It was due to be online in August. It will eventually contain the meeting schedule, minutes of meetings,



membership, links to housing agencies, the AHP and LTH, and other affordable housing information. Other items to be added are a log of our CPAC projects and status, updates of current projects, and information on eligibility for affordable housing as we endeavor to inform residents.

Two development projects came before the HP/FHC. The Palley-Bacon development went forward after a zoning change that gave the Town four affordable units in a twelve-unit project. We worked with the developer to assure comparable appearance and construction, and contributed to the plan for selecting eligible buyers under Town and state guidelines. We supported a warrant article for a zoning change on Rte 9 that would also give the Town two affordable units. That project was referred back to the Planning Board for more work.

During the year, members attended a housing conference in Worcester, an ethics seminar for people connected to Town government, and a DHCD workshop on a grant for development funds. We regret the resignation of Bob Mitchell in June to take a position in the field of sustainable development in Boston. We appreciate his work in the Planning Department, and his shepherding of this committee while being so understaffed. We're grateful for the work of Mariana Luz and Joan Lindeman, who did not seek reappointment. Our current members are Penny Pitts, Frank Wells, Nancy Gregg, Hwei Ling Greeney, Carol Moskowitz, and Audrey Child, chair. We look forward to a year under the leadership of Nancy Gregg and are thankful to have the staff assistance of Roy Rosenblatt, who brings professional expertise to a group of volunteers.

Audrey Child, chair

## **HUMAN RIGHTS COMMISSION**

Fiscal Year 2004

The office of the Human Rights Director in conjunction with the Human Rights Commission reaffirms and continues its mission to promote justice for all citizens through means of education and enforcement of local and federal civil rights laws.

This has been a productive, busy, and historic year for the Human Rights Commission in Amherst. The Human Rights Bylaw for a 7-member commission was changed to a 9-member commission and was approved by the Attorney General's Office. Two high school students were appointed to the Commission. And the HRC held its first all-day retreat on May 1, 2004.

The Director has been busy, responding to over 25 complaints from citizens and Town employees. Most of the issues were resolved and none resulted in a formal investigation. On average, 10-15 calls were received per week concerning issues of alleged civil rights violations, general inquiries, and other administrative issues. The Director conducted an investigation of employee discontent at the Wastewater Treatment Plant, and recommendations were made. The Director serves as chair of the newly formed Town's BAMSS (Becoming a Multicultural School System) Group.

The Director and the Chair of the HRC met with Jill Armstrong, Coordinator, Anti-Defamation League "No Place for Hate" Project, to initiate Amherst becoming a "No Place for Hate" town. The HRC presented its "No Place for Hate" campaign in June at the Annual Community Potluck Feast by honoring 10 students from the Amherst Schools with their first "No Place for Hate" award. This event was in collaboration with the NAACP and the Amherst Schools Study Circles.

The HRC met with the New Superintendent of Amherst Schools, Jere Hochman, for the purpose of discussing an alliance with the schools to include Human Rights Studies in their curriculum.

The HRC has begun collaborating with other organizations and Human Rights Commissions. The Commission has developed a liaison with the Northampton HRC, to which Rafael Sanchez Lopez, is the liaison for the Commission. He attends their meetings on a regular basis. In April the two commissions co-sponsored a forum on Same Sex Marriages. On May 17<sup>th</sup> the HRC, along with the Health Department and Leisure Services, organized a celebration of the Massachusetts Supreme Judicial Court decision to legalize same sex marriages.

The Commission co-sponsored and participated in the March on Poverty.

The HRC co-sponsored a two-day workshop with Greenfield Community College on the Patriot Act and Civil Liberties. The Commission participated with SAGE in the Fourth of July Parade. Jointly with Amnesty International, the HRC presented its annual candle light vigil and a reading of the Declaration of Human Rights. The HRC recognized March 31<sup>st</sup> as International Day to Eliminate Racial Discrimination by presenting a reading on the Common. On May 17<sup>th</sup> the HRC supported our High School Commissioners to present a week long program on Brown vs. the Board of Education, to illustrate the impact this decision made on society.

The HRC supported the Immigrant Workers Freedom Ride Forum at the Jones Library.

The HRC hosted a group of educators from the Republic of Georgia (in the former Soviet Union) on behalf of the Institute for Training and Development.

In June, the HRC wrote the Chancellor of the University of Massachusetts in support of international students not having to pay a fee of \$65 per semester, part of which would go toward implementing the (SEVIS) Student Exchange Visitor Information System and the US Patriot Act. The SEVIS system is a regressive surveillance database that compromises our values of freedom and civil liberties.

Joseph Wronka, one of the Human Rights Commissioners, was the keynote speaker at the Second International Conference on Self-Determination in Geneva, Switzerland in August 2004.

The Human Rights Director thanks the Commission for all its support and for the many hours they have put into making this commission move forward toward Amherst becoming a “No Place for Hate” town, and a place of inclusion and respect for all its citizens.

The Commission appreciates all the support it receives from our Town Government.

Respectfully submitted,

Eunice Torres, Human Rights Director  
Reynolds Winslow, Chair Amherst Human Rights Commission

## **INFORMATION TECHNOLOGY DEPARTMENT**

Fiscal Year 2004

On June 17, 2004 the IT Department launched Version 2.0 of the Town's website. The project began in late 2003 by translating citizen and staff requests, industry trends, and deficiencies of Version 1.0 into a comprehensive wish list for Version 2.0. Items on the list were individually analyzed with desire and feasibility in mind, and a shortened list of goals was produced. The list of goals included a completely redesigned homepage – portal, multiple easy-to-use methods of finding information and services, and a professional look and feel carried throughout all sections of the site. Future versions of the site will offer more information, online transactions, and interactive GIS.

As the technology needs within the Town expand, the importance of technology consolidation becomes apparent. The Town currently employs over forty software packages requiring server database software, and this number will continue to grow. This year, the IT Department migrated the last software package, Accela Advantage, requiring Oracle database server software, to Microsoft SQL. This will reduce our software relicensing costs in FY 05 as well as reduce by one the number of server database software brands that IT staff needs to support and maintain. The IT Department will continue to consolidate technologies wherever possible.

Recently the cost of wireless technologies has decreased while wireless reliability and speed has continued to increase. Police officers rely on wireless notebooks within vehicles to communicate to Dispatch and query Town and State databases. This year the IT Department utilized a police technology grant to deploy ultra-portable wireless handheld computers to officers on foot and bike patrol with similar capabilities. The IT Department also deployed its first internal wireless base station in Town Hall, providing Town staff wireless access to software packages and files during meetings. The IT Department plans to extend the Town's wireless infrastructure to all Town buildings, making for dynamic office spaces and more efficient meetings.

Over the past two years, the amount of SPAM or Junk email has doubled, and experts say that over sixty percent of internet traffic is now SPAM. IT departments everywhere are struggling to reduce SPAM. The issue is not only system-resource intensive and time consuming for recipients; often the messages contain viruses and offensive material. This year, after much planning, the IT Department migrated its email servers to Microsoft's latest message and collaboration product, Exchange 2003. This product has an Intelligent Mail Filter and has reduced the amount of SPAM within the organization by 95%.

Most departments within the Town rely on computers and technology in order to operate. Over the past few years the responsibilities of the IT Department have more than tripled, making the need to continually improve operations and proficiency within the IT Department vital. This year the IT Department deployed an automated system that monitors in detail all aspects of the technology infrastructure. This network-monitoring system instantly notifies IT staff of small and large failures and allows us to resolve issues often before users experience results of the failure. Future versions of this system will monitor logs and make pre-emptive recommendations to IT staff.

As more and more electronic systems have been added, the IT Department has been mindful of the increase in energy consumption required. To deal with this, the Department took several steps towards minimizing energy consumption, including configuring Windows 2000 and

Windows XP desktops and laptops to automatically power off monitors during inactivity, purchasing flat panel monitors, and purchasing only EPA Energy Star-compliant devices. The Department attempts to set an example in making choices and implementing equipment and systems that are environmentally aware.

In addition to the many projects completed this year, the IT Department worked diligently behind the scenes maintaining and protecting current systems. With the ever-increasing threat of viruses and hackers, regular upgrades to servers, PCs and network devices become a necessity. The IT Department maintains several layers and types of specialized security hardware and software, lowering the risk of unauthorized network intrusion and viruses. The Department also maintains a variety of backup systems both onsite and offsite, ensuring that even in a disaster the Town's data and systems will be safe.

In the coming year, the IT Department will continue to maintain software and infrastructure standards, extend more information and tools to constituents via the website, provide departments with the necessary technologies to operate efficiently, and leverage new technologies in ways which will serve Amherst residents for years to come.

Kristopher Pacunas  
Director

## **INSPECTION SERVICES**

Fiscal Year 2004

Personnel changes in Inspection Services this fiscal year include Brien LaPorte leaving the Department in July. This, combined with other circumstances, meant that Inspection Services operated with only two Building Inspectors for approximately six months in FY 04, instead of the four Building Inspectors of previous years.

David Waskiewicz joined Inspection Services as a Local Building Inspector in December. David is certified as a Local Inspector and had been working in that capacity in Hadley before he came to Amherst.

Amherst College completed the second phase of infrastructure as part of this year's Dorm Renovation Project. Amherst College continued construction on the two new dorms started in FY 03. The work on the North and South dorm renovations and most of the first two phases of the infrastructure upgrades were completed in June of this fiscal year. At about the same time the college began the new geology building, two new dorms, two additions and a major alteration project.

Hampshire College is also continuing to implement their long-term plan for upgrades of the campus buildings, both residential and academic. Enfield House dorms are currently the focus of the long-range plans on this campus.

UMass is also undertaking a number of renovation and new construction projects that require the electrical inspectors to be on the campus several times a week.

Inspection Services issues permits for plumbing, gas, electrical work, weights and measures, periodic inspection required by the state for various uses, demolition and occupancy, as well as building permits.

Overall this office issued 2,892 permits in FY 04; more than 200 permits over last years numbers.

Inspection Services would like to take this opportunity to thank those who were patient with us as we worked through personnel shortages and changes in fiscal year 2004.

**INCOME FOR INSPECTION SERVICES  
FISCAL YEAR 2004**

Building Permits			Gas Permits		
	Income	Permits		Income	Permits
July	\$ 27,019.00	72	July	\$ 735.00	19
August	73,850.00	59	August	705.00	16
September	13,237.40	70	September	1,545.00	35
October	24,704.10	100	October	1,350.00	29
November	9,431.85	59	November	1,785.00	56
December	33,068.48	61	December	795.00	23
January	6,665.00	31	January	655.00	19
February	17,100.85	44	February	1,035.00	19
March	23,333.89	68	March	450.00	12
April	10,299.00	71	April	900.00	25
May	19,909.85	91	May	615.00	16
June	102,214.48	101	June	720.00	17
<b>Total</b>	<b>\$ 360,833.90</b>	<b>827</b>	<b>Total</b>	<b>\$ 11,290.00</b>	<b>286</b>

**Weights & Measures**

July	\$ -	0
August	0.00	0
September	1,125.00	4
October	480.00	1
November	300.00	3
December	305.00	4
January	1,092.00	14
February	590.00	3
March	400.00	6
April	190.00	4
May	0.00	0
June	365.00	3
<b>Total</b>	<b>\$ 4,847.00</b>	<b>42</b>

**Electrical Permits**

July	\$ 7,120.00	107
August	14,010.00	128
September	20,053.00	74
October	2,745.00	54
November	2,125.00	51
December	3,760.00	61
January	2,741.00	47
February	3,070.00	53
March	4,924.00	90
April	3,714.00	55
May	5,505.00	82
June	9,615.00	82
<b>Total</b>	<b>\$ 79,382.00</b>	<b>884</b>

**Plumbing Permits**

July	\$ 1,697.00	38
August	4,779.00	42
September	1,900.00	43
October	1,550.00	34
November	1,000.00	28
December	1,085.00	19
January	1,005.00	26
February	2,114.00	40
March	2,075.00	43
April	1,770.00	26
May	1,100.00	21
June	3,199.00	36
<b>Total</b>	<b>\$ 23,274.00</b>	<b>396</b>

**Certificates of Inspection**

July	\$ 3,805.50	33
August	807.17	6
September	5,442.00	32
October	8,290.00	58
November	4,753.00	47
December	9,005.00	85
January	735.00	6
February	623.50	6
March	7,814.00	45
April	1,489.00	16
May	2,563.00	12
June	785.00	5
<b>Total</b>	<b>\$ 46,112.17</b>	<b>351</b>

	Income	Permits
SUB TOTALS	\$ 525,739.07	2,786
Demolition Permits	480.00	8
Re-Inspection Fees - COI'S	400.00	X
Certificate of Occupancy	X	98
<b>TOTAL</b>	<b>\$ 526,619.07</b>	<b>2,892</b>

INSPECTION SERVICES											
PERMITS ISSUED											
FY 94 - FY 04											
	FY 1994	FY 1995	FY 1996	FY 1997	FY 1998	FY 1999	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004
BUILDING PERMITS	552	633	645	795	704	836	733	709	768	798	827
DEMOLITION PERMITS	6	8	5	8	8	17	12	13	9	23	8
PLUMBING PERMITS	290	319	304	325	329	363	320	317	402	475	396
GAS PERMITS	286	412	204	236	196	254	214	198	235	230	286
ELECTRICAL PERMITS	703	1,031	908	842	977	1,007	892	848	848	704	884
CERTIFICATES OF INSPECTION	277	318	261	255	344	368	330	362	316	345	351
WEIGHTS & MEASURES					44	50	9	57	51	42	42
CERTIFICATES OF OCCUPANCY	106	100	65	81	70	81	66	80	74	71	97
TOTAL PERMITS ISSUED	2,220	2,821	2,392	2,542	2,672	2,976	2,576	2,584	2,703	2,688	2,891

AMHERST INSPECTION SERVICES INCOME FY 00 - FY 04					
	FY 00	FY 01	FY 02	FY 03	FY 04
JULY	\$ 33,702.25	\$ 37,355.20	\$ 58,286.96	\$ 44,497.40	\$ 40,676.50
AUGUST	41,955.60	49,789.50	39,888.25	49,163.65	94,251.17
SEPTEMBER	33,764.30	24,780.60	49,150.80	43,495.25	43,302.40
OCTOBER	18,441.40	25,422.75	20,841.70	66,121.74	39,269.10
NOVEMBER	19,618.06	17,488.00	52,659.90	18,365.14	19,394.85
DECEMBER	17,634.70	37,950.50	21,907.55	22,666.60	48,018.48
JANUARY	32,204.80	11,842.70	20,085.20	24,699.50	12,893.00
FEBRUARY	12,964.50	15,968.75	33,003.05	33,054.65	24,608.35
MARCH	28,859.40	19,408.30	29,440.15	42,840.95	39,026.89
APRIL	26,419.55	22,761.35	51,510.34	24,885.10	18,362.00
MAY	15,851.55	127,748.80	59,137.20	80,903.72	29,767.85
JUNE	<u>34,831.08</u>	<u>133,010.05</u>	<u>42,974.65</u>	<u>53,075.12</u>	<u>117,048.48</u>
TOTAL	\$ 316,247.19	\$ 523,526.50	\$ 478,885.75	\$ 503,768.82	\$ 526,619.07
BUDGET ACTUAL	\$ 363,273.00	\$ 417,285.00	\$ 319,887.00	\$ 307,147.00	\$ 303,471.00
FEES INCREASED - MARCH 1992					
FEES INCREASED - APRIL 2000					
FEES WAIVED					
FY 00 - 62 Permits \$ 4,245.00					
FY 01 - 45 Permits \$ 4,419.00					
FY 02 - 99 Permits \$ 7,360.00					
FY 03 - 86 Permits \$ 7,792.00					
FY 04 - 58 Permits \$ 7,300.00					



**PERMITS ISSUED AND INCOME**  
**FY 00 - FY 04**

	<b>FY 00 PERMITS</b>	<b>FY 00 INCOME</b>	<b>FY 01 PERMITS</b>	<b>FY 01 INCOME</b>	<b>FY 02 PERMITS</b>	<b>FY 02 INCOME</b>	<b>FY 03 PERMITS</b>	<b>FY 03 INCOME</b>	<b>FY 04 PERMITS</b>	<b>FY 04 INCOME</b>
<b>BUILDING</b>	733	\$ 194,906.69	709	\$ 365,186.50	768	\$ 327,263.75	798	\$ 346,283.32	827	\$ 360,834.50
<b>ELECTRICAL</b>	892	57,458.00	848	77,367.00	848	74,181.50	704	68,750.00	884	79,382.00
<b>PLUMBING</b>	320	16,068.00	317	19,280.00	402	23,209.00	475	28,104.00	396	23,274.00
<b>GAS</b>	214	9,015.00	198	8,705.00	235	10,010.00	230	9,100.00	286	11,290.00
<b>CERT. OF INSPECTION</b>	330	36,669.50	362	43,519.00	316	38,057.00	345	43,722.50	351	46,112.17
<b>WTS. &amp; MEAS.</b>	9	1,630.00	57	7,784.00	51	4,497.00	42	5,544.00	42	4,847.00
<b>DEMOLITION</b>	12	500.00	13	885.00	9	675.00	23	1,665.00	8	480.00
<b>RE-INSPECTION</b>	X	0.00	X	800.00	X	992.50	X	600.00	X	400.00
<b>CERT. OF OCC.</b>	66	X	80	X	74	X	71	X	97	X
<b>TOTALS</b>	<b>2,576</b>	<b>\$ 316,247.19</b>	<b>2,584</b>	<b>\$ 523,526.50</b>	<b>2,703</b>	<b>\$ 478,885.75</b>	<b>2,688</b>	<b>\$ 503,768.82</b>	<b>2,891</b>	<b>\$ 526,619.67</b>

**MAJOR CONSTRUCTION PROJECTS**  
**\$500,000.00 and Up**  
**FY 04**

<u>APPLICANT</u>	<u>LOCATION</u>	<u>NATURE OF WORK</u>	<u>EST.COST</u>
Trustees of Amherst College Amherst, MA	North Dormitory	Complete Interior Renovations	\$ 3,165,000.00
Trustees of Amherst College Amherst, MA	South Dormitory	Complete Interior Renovations	\$ 3,165,000.00
Summerlin Trust 322 College Street Amherst, MA	25-35 University Dr.	New 3 Tenant Office Building	\$ 875,000.00
Sovereign Builders Inc. 495 West Street Amherst, MA	495 West Street	New Mixed Use Building	\$ 652,000.00
Trustees of Amherst College Amherst, MA	Geology Building	New Educational Building	\$ 18,000,000.00
Trustees of Amherst College Amherst, MA	James Dormitory	New Student Dorm	\$ 7,850,500.00
Trustees of Amherst College Amherst, MA	Stearns Dormitory	New Student Dorm	\$ 7,850,500.00
Trustees of Amherst College Amherst, MA	Chiller Plant	Addition to existing Chiller Plant	\$ 500,000.00
		TOTAL	\$ 42,058,000.00

**INSPECTION SERVICES TOWN OF AMHERST  
BUILDING PERMITS  
ESTIMATED COST  
FISCAL YEAR 2004**

Month	New Single Family Dwellings	#	New Two Family Dwellings	#	Conversion	#	New Commercial, Institutional, Religious, Fai	#	New Condominiums & Multi Fam. Dwellings	#	Private & Multi Family Alterations/ Additions	#	Commercial Institutional Religious Alterations/ Additions	#	Accessory Structures	#	Total	#
July	1,042,556	5	0	0	0	0	0	0	0	0	802,425	39	357,075	16	116,730	12	2,318,786	72
August	0	0	0	0	0	0	0	0	0	0	517,899	37	6,647,107	9	36,410	13	7,201,416	59
September	334,000	1	0	0	0	0	0	0	0	0	729,282	52	18,840	6	88,800	11	1,170,922	70
<b>Quarterly Total</b>	<b>1,376,556</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,049,606</b>	<b>128</b>	<b>7,023,022</b>	<b>31</b>	<b>241,940</b>	<b>36</b>	<b>10,691,124</b>	<b>201</b>
October	638,000	2	300,000	1	0	0	0	0	0	0	334,211	75	1,267,607	9	83,409	13	2,623,227	100
November	168,669	1	0	0	0	0	0	0	0	0	601,721	45	29,850	6	15,194	7	815,434	59
December	1,626,900	6	0	0	0	0	652,000	1	0	0	694,680	33	254,795	12	271,340	9	3,499,715	61
<b>Quarterly Total</b>	<b>2,433,569</b>	<b>9</b>	<b>300,000</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>652,000</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1,630,612</b>	<b>153</b>	<b>1,552,252</b>	<b>27</b>	<b>369,943</b>	<b>29</b>	<b>6,938,376</b>	<b>220</b>
<b>6 Month Total</b>	<b>3,810,125</b>	<b>15</b>	<b>300,000</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>652,000</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3,680,218</b>	<b>281</b>	<b>8,575,274</b>	<b>58</b>	<b>611,883</b>	<b>65</b>	<b>17,629,500</b>	<b>421</b>
January	0	0	0	0	0	0	0	0	0	0	554,556	25	36,285	4	11,000	2	601,841	31
February	1,196,950	4	0	0	0	0	0	0	0	0	403,068	24	85,875	11	16,880	5	1,702,773	44
March	755,000	3	0	0	0	0	0	0	0	0	861,609	44	327,877	10	318,848	11	2,263,334	68
<b>Quarterly Total</b>	<b>1,951,950</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,819,233</b>	<b>93</b>	<b>450,037</b>	<b>25</b>	<b>346,728</b>	<b>18</b>	<b>4,567,948</b>	<b>143</b>
April	0	0	0	0	0	0	0	0	0	0	633,692	40	137,058	11	160,066	20	930,816	71
May	1,186,200	4	0	0	0	0	0	0	0	0	529,740	36	99,680	10	72,919	41	1,888,539	91
June	458,852	2	188,000	1	0	0	18,005,000	2	15,701,000	2	1,062,333	65	1,167,069	13	61,485	16	36,643,739	101
<b>Quarterly Total</b>	<b>1,645,052</b>	<b>6</b>	<b>188,000</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>18,005,000</b>	<b>2</b>	<b>15,701,000</b>	<b>2</b>	<b>2,225,765</b>	<b>141</b>	<b>1,403,807</b>	<b>34</b>	<b>294,470</b>	<b>77</b>	<b>39,463,094</b>	<b>263</b>
<b>Grand Total</b>	<b>7,407,127</b>	<b>28</b>	<b>488,000</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>18,657,000</b>	<b>3</b>	<b>15,701,000</b>	<b>2</b>	<b>7,725,216</b>	<b>515</b>	<b>10,429,118</b>	<b>117</b>	<b>1,253,081</b>	<b>160</b>	<b>61,660,542</b>	<b>827</b>

TOWN OF AMHERST  
NEW SINGLE FAMILY DWELLINGS  
FISCAL YEAR

<u>CALENDAR YEAR</u>	<u># OF PERMITS</u>
----------------------	---------------------

1981	40
1982	25
1983	59
1984	73
1985	112
1986	118
1987 Jan - June	56 (6 Months)

<u>FISCAL YEAR (July - June)</u>	<u># OF PERMITS</u>
----------------------------------	---------------------

FY 88	43
FY 89	69
FY 90	30
FY 91	29
FY 92	22
FY 93	45
FY 94	51
FY 95	41
FY 96	36
FY 97	39
FY 98	30
FY 99	27
FY 00	32
FY 01	33
FY 02	38
FY 03	35
FY 04	28

**The Jones Library, Inc.  
Munson Memorial Library  
North Amherst Library**

Fiscal Year 2004

**Impact of budget cuts.** Amherst readers and researchers encountered closed doors at the Town libraries in FY 04, as budget cutbacks resulted in reduced staffing and hours of service. A cut of eleven hours at the Jones and branch libraries combined meant 10% fewer hours of service per week than the previous year. Overall library borrowing declined from 565,257 loans in FY 03 to 528,116 (-6.6%). Use of children's materials suffered a drop of 12%, while borrowing of materials for adults decreased by only 3.4%.

Demand for information assistance remained constant at about 40,000 requests for help during the smaller number of hours of service. The number of tourists, genealogists, and scholars using the Special Collections department declined only slightly, from 3,071 to 2,993 (-2.5%), despite the loss of 6 hours open to the public (-15% of the previous year's schedule).

The decrease in hours did not reduce the demand for meeting space. Groups and individuals used meeting rooms and galleries 509 times for cultural events and discussions. Library staff and the Friends of the Library sponsored 320 programs attended by 8,500 people.

**More access to more materials.** Demand for audio and video/DVD titles continued to grow this year, comprising over a third (37%) of all loans at Town libraries. Vinyl LP recordings have become a thing of the past. The few remaining LP's were removed to make room for an expanding CD collection. As a result of a class action lawsuit, the recording industry donated 750 music CD's to Town libraries.

Federal grant funds under the Library Services and Technology Act expanded the Library's books, magazines, and video collections in Chinese, Korean, Khmer, and Spanish. A "Welcome!" sign in English, Korean, Vietnamese, and Tibetan now greets visitors at the front door, and multi-lingual brochures were distributed at schools and groceries to encourage library use. Audiences loved the four Asian language films and story telling featured in September. "I am homesick and these movies were wonderful for me," a new library user commented.

**Information, please!** Genealogists found better information resources on the new "Ancestry Plus" database. This web-based service provided easy access to two billion name records, census data, family histories, naturalization and immigration files. Thanks in part to a grant from the Bill and Melinda Gates Foundation for new computers, training, and software, more people learned to use new technology. Fifty "Get a CLUE!" basic computer skills classes were filled with folks who were just getting started on the Internet. 21,244 people signed up to use one of the computers for personal work and research in FY 04.

The hot topic of "identity theft" was addressed at two panel discussions, featuring speakers from the library, Amherst Police Department, and Greenfield Savings Bank. An extensive tip sheet on identity theft became one of the most frequently used pages on the Library's website.

The ESL Coordinator worked with the Amherst Health Department to assist elderly Asian residents. Sixty-nine students were matched with volunteer tutors, leaving others on a waiting list. Requests for citizenship application packets and preparation classes increased, as more refugees actively pursued naturalization.

**Preserving Amherst's past.** The Special-Collections department showcased the musical elements of Emily Dickinson's poetry with performances by folksinger Sean Vernon and a lecture-recital by mezzo-soprano Virginia Dupuy, who was assisted by Doris Abramson as reader and pianist Shields-Collins Bray.

Charles Johnson generously enlarged the Clifton Johnson collection by donating manuscripts, family records and 577 original drawings and other artwork. Clifton Johnson (1865-1940) wrote, illustrated and edited over 100 books depicting New England folklore, children's stories, and travel books. Wally Swist generously donated a collection of his published poetry, manuscripts, and editions of works by Robert Francis. Swist is currently poet-in-residence at Fort Juniper, the Robert Francis house, and has had a long association with the Jones Library.

**A center for the community.** From Burnett Art Gallery openings and lectures on herbal health care to children's science experiments and Dr. Seuss's 100<sup>th</sup> Birthday party – there was something for everyone happening at the Library. Toddlers came for “Sing with your baby” and story times in English and Spanish. Oldsters enjoyed Louise Minks' talk on Harper's Ferry in the Civil War and Prof. William Matthew's on Irish History.

Gardeners came for the lectures, tours, bulbs, and dried plant arrangements during the daylong celebration “Bringing the Garden In,” sponsored by the fantastic Friends of the Library. Book collectors picked up professional advice from four “Colloquies on Old Books,” another very popular Friends lecture series. Town libraries truly served as centers of learning!

Many thanks to all 103 library volunteers and to the 600 donors who contributed \$33,620 to the Library's Annual Fund Drive. The families and friends of Helen Smith and Robert Esposito kindly contributed memorial book funds. The library also received contributions from Margaret Holt's estate, and from Judy Simpson in memory of Dudley H. Towne. Financial support also came from the Greenfield Savings Bank, the Harp Restaurant, Dave's Soda and Pet Food City, and the Ha Ha Sisterhood Improv Group.

Lucy Wilson Benson made a generous donation in honor of John L. Roberts, who retired from the Board of Trustees after 17 years of service to the Jones Library. The staff and Trustees sincerely thank both Trustees Roberts and Arthur Quinton, who also retired in FY 04, after 14 years of service to the library. Best wishes to Reference Librarian Polly Peterson, who retired after 31 years at Jones Library!

## LIBRARY SERVICES AT A GLANCE

<b>Materials Loaned – FY 04</b>	
<b>Total</b>	<b>528,116</b>
Jones - Adults	299,980
Jones - Kids	154,609
Munson Memorial	38,050
North Amherst Library	35,477

<b>Research Assistance – FY 04</b>	
<b>Total</b>	<b>40,568</b>
Jones-Adults	21,093
Jones-Kids	8,595
Special Collections	2,993
Branch Libraries	6,891
ESL Center	996

<b>Materials Available June 30,2004</b>	
<i>Books</i>	207,938
<i>Audio &amp; Video Items</i>	22,172
<i>Other materials</i>	481
<i>Added during FY 03</i>	9,356
<i>Donations added</i>	1,684
<i>Withdrawn in FY 03</i>	7,182

<b>Amherst Residents with C/W MARS cards, June 30, 2004</b>	
Adults	18,777
Children	3,016
New Borrowers registered in FY 03	2,615

**Endowment Balances.** Columbia Management reports the market value of the Jones Library, Incorporated Endowment Fund at \$7,816,685 as of June 30, 2004.

**OUR MISSION:** The Jones Library strives to stimulate and support the civic and cultural life of all people of our region by

- ❖ providing access to materials
- ❖ assisting people in their quest for information
- ❖ preserving the history of our community, and
- ❖ serving as a meeting place for the community's educational and cultural pursuits.

### **Contact us!**

Jones Library, 43 Amity Street, Amherst, MA 01002  
Telephone: 413-256-4090

Visit the library on the World Wide Web:  
**[www.joneslibrary.org](http://www.joneslibrary.org)**

### **LIBRARY TRUSTEES**

Anita Page, President  
Willis Bridegam, Vice President  
Maureen O'Leary, Treasurer  
Merrylees (Molly) Turner, Clerk  
Kathleen Wang, Asst. Treasurer  
Ann Grose, Trustee

## **LIBRARY STAFF**

Bonnie Isman, Library Director  
Sondra Radosh, Asst. Director & Children's Librarian  
Amy Anaya, Circulation Librarian  
Beth Girshman, Adult Services Librarian  
Susan Hugus, Munson Memorial Librarian  
Rosemary Loomis, Reference Librarian  
Tevis Kimball, Curator of Special Collections  
Pauline Peterson, Reference Librarian (retired June 17, 2004)  
Carolyn Platt, Head of Technical Services  
Maggie Spiegel, North Amherst Librarian  
Lynne Weintraub, ESL Coordinator  
Henry Allan, Computer Technician  
Tina Swift, Administrative Assistant  
Chris White, Cataloging Technician

John Imbimbo, Building Supervisor  
Kate Boyle, Special Collections Assistant  
Silvia Brinkerhoff, Children's Library Assistant  
Miguel Otero, Assistant Custodian  
John Power, Assistant Custodian  
Seth Rothberg, Assistant Circulation Supervisor  
Lace Stokes, Sunday Supervisor  
Cathy Verts, Audiovisual Technician  
Theresa Atteridge, Library Assistant  
Laurie Holbrook, Office Clerk/Receptionist  
Margot Gilfeather, Library Assistant  
Ralph Hurwitz, AV Assistant  
Judy Lincoln, Library Assistant  
Ron'na Lytle, Library Assistant  
Joan Pyfrom, Cataloging Assistant

PART-TIME STAFF: Jane Babcock, Cyrus Banerjee, Nonny Burack, Margaret Burrows, Laura Castano-Longley, Catherine Cooper, Janice Doyama, Eileen Driscoll, Tomi Eve, Jordan Funke, Julie Gilfeather, Margaret Girouard, Bryan Grabigel, Tara Herzig, Jean Holden, Alexander Kaiser, Nicholas Kaiser, Karen Kappenman, Karen Kowles, Courtney Krumrey, Jessica Lamson, Robin Levine, Sheila McCormick, Susan McCoy, Joanne McGee, Barbara McGlynn, Wanda Meck, Julia Moore-Diaz, Luz Oquendo, Aaron Rosenblum, Janet Ryan, Nadine Schneider, Lisa Slocum, Martha Stearns, Dorothy Thornton, Valerie Vaughan, Mary Weidensaul, plus college work/study student helpers.

## **BOARD OF THE FRIENDS OF THE JONES LIBRARY SYSTEM**

### **Officers**

Ellen Goodwin, President  
Bonnie Vigeland, Vice President  
Edith Byron, Membership  
JoAnne Hall, Secretary  
Conrad Wogrin, Treasurer  
Katie George, Programs

Nonny Burack,  
Beds for Books Program

### **Directors:**

Jim Ellis  
Mike Giles  
June George  
George Goodwin  
Doris Holden  
Lewis Mainzer  
Dorothy Morse  
Evie Porter  
Nancy Wise



## KANEGASAKI SISTER CITY COMMITTEE ANNUAL REPORT

Fiscal Year 2004

Members: Ed Alford, Nancy Bess, Denise Boyd, Florence Boynton, Alex Kent, Byron Koh (Chair), Nancy Hirsh Pagano, Carolyn Platt, Joan Snowdon, Yuko Takahashi

Resigned: Abbie Jenks, Kathy Masalski

Liaisons: Carl Seppala (Select Board) and Barry DelCastilho (Town Manager)

The Kanegasaki Sister City Committee was established by the Select Board following the signing in 1993 of an official agreement between Amherst and Kanegasaki, Iwate, Japan. The agreement formalized a relationship – one of citizen exchanges – that had developed over a period of five years. The KSCC is charged with promoting friendship and on-going relations with Kanegasaki. The relationship is to be accomplished through various special events and ongoing contacts between residents or government bodies of the two communities, and is to be of mutual benefit to them. The Committee works with Town and school officials to organize delegation exchanges of officials, citizens, members of the business community and students.

The Jones Library and Kanegasaki libraries have their own sister city agreement, formally signed in 2003. When Kanegasaki sent over a large gift of books this year, the Jones Library reciprocated. KSCC member Carolyn Platt, who is also a member of the library staff, coordinated the selections. The KSCC contributed \$100 and the Eric Carle Museum gave books to augment the Jones Library gift.

This is the fifteenth year that Kanegasaki Middle School students have visited Amherst. This year, 11 students and three chaperones came. The annual March visit is an opportunity for Japanese students, teachers and administrators to visit our schools and learn about our community. The chaperones this year were the Director of the Lifelong Learning Center, Ms. Kazuko Matsumoto; a science teacher and 8<sup>th</sup> grade head teacher, Mr. Youichi Oodaira; and a translator, Ms. Shoko Nozato. The KSCC assisted with hosting the chaperones and making the students feel welcome.

Twelve Amherst students and two teacher chaperones went to Kanegasaki, Tokyo, Kyoto and Hiroshima this April. Our student delegations have been able to go to Japan each spring since 1998. This is the sixth and final year that the Freeman Foundation has awarded a \$20,000 grant to the Amherst School Department to help with expenses related to this trip. The funding (considered “seed” money) made the trip feasible for a diverse group of Amherst students to represent our community. With an approximate cost of \$2,000 per person, this money subsidized \$1,300 per student and the cost of the two chaperones. Two students, who would not have been able to afford the trip, received a larger subsidy, enabling them to participate. The Kanegasaki Sister City Committee remains involved and committed to helping the School Department continue the two exchanges annually. We are presently looking for grants, community fundraising ideas, and innovative ways to cut additional expenses related to the April trip. Finding money and support for cultural exchanges is a big challenge in this time of deficits and program reductions, particularly in the schools.

In an effort to encourage community involvement and raise funds at the same time, the KSCC sent out a letter from a newly developed database of friends of Kanegasaki, comprised of names of families whose children either went to or hosted visitors from Japan, and others in the community who have shown some sort of interest in the Sister City relationship. The results of

the letter were encouraging: \$780 was raised, twelve families agreed to host visitors, eight families volunteered to be “Friends of Kanegasaki, two people offered to help write grants, and two people expressed interest in joining the Committee. While challenges lie ahead, the KSCC remains committed to its important mission of promoting friendship and understanding through our Sister-City relationship with Kanegasaki.

**Respectfully submitted by Nancy Hirsh Pagano, Secretary**

**LEISURE SERVICES AND SUPPLEMENTAL EDUCATION DEPARTMENT (LSSE)**  
Fiscal Year 2004

**Community Service Awards and Volunteers**

Since LSSE's inception, volunteers have strengthened and supported the year-round youth and family programs. During FY 04, students and young adults alike used LSSE as a vehicle to make a volunteer contribution to the Town. Parents often became engaged as well, while looking to assist programs that interested their own children and others. Volunteers who filled the position of youth coach/teacher instructed, guided and encouraged children with an interest in basketball, softball and ultimate frisbee, filling more than 135 coaching positions throughout the year. A total of 24 parents and young adults took the long bus ride up the mountains to Berkshire East Ski Resort and offered a watchful set of eyes to some 245 children and teens sporting skis and snowboards. Special events certainly would not take place at LSSE without the support of volunteers. More than 360 volunteers lent a hand to assist with LSSE's Halloween programs, the Amherst Auction, the Outdoor Challenge Golf Tournament, Amherst Community Theater and the July 4<sup>th</sup> Celebration. Programs serving individuals with special needs receive assistance as well. A total of 59 volunteers assisted this past year with the Bolt wood Project and the effort to send the Rainbow Players to the Dundalk International Community Theater Festival.

Considering the fact that volunteers permeate nearly every aspect of LSSE's program offerings, it is easy to understand why the Department believes it is important to recognize these community service efforts with honorary awards. Each year community service awards are presented in a public forum to individuals or organizations that have made significant community service contributions in three areas. These areas are: youth basketball coaching, arts and supplemental education and the quality of life (overall award).

Quality of Life Award – This award was presented at the July 4<sup>th</sup> celebration to the late Earline Robinson for her devotion and tremendous talent in working with youth. For more than a decade Earline donated countless hours of instruction teaching children about dance, drumming and the culture of Africa.

Arts and Supplemental Education Award – This award was presented to Bill and Sally Venman for their inspiration and leadership within the arts community in general and specifically their dedication to founding and building the Valley Light Opera organization. Valley Light Opera has been bringing exceptional productions of Gilbert & Sullivan and other operettas to the Pioneer Valley since 1975.

Youth Basketball Coach of the Year Award – This award was presented to John Hird for his tireless work with youth basketball players. John was literally everywhere, coaching two teams this past year within the Amherst Youth Basketball Program and one team with the Amherst Suburban League.

### **Distinctions, Highlights and Awards**

Bob Brandts, LSSE's Sports and Recreation Director, secured feature writer privileges with the Amherst Bulletin. Bob wrote a column every other week entitled "Up and About," which he used as a way to get the word out to the community about health, fitness and recreation opportunities. In "Up and About," Bob also regularly highlighted the work of area individuals who continued to help make these activities occur and grow.

Linda Chalfant, LSSE Director; and Bob Brandts, Sports and Recreation Director were honored for their knowledge and expertise in the area of youth sports. The Amherst Institute for Training and Development, ITD, asked Linda and Bob to make a presentation to a delegation of Indonesian youth sports enthusiasts/volunteers. The presentation was provided to assist the delegation in implementing youth sports programs in their country. Subsequently, ITD invited Linda or Bob to make a follow-up presentation in FY 05 in Indonesia.

Both LSSE Community Theater Programs were honored with invitations to perform at the Dundalk International Community Theater Festival in Dundalk, Ireland in FY 04. Both groups raised funds to make the trip possible. The Rainbow Players, an inclusive community theater troupe, comprised of performers with and without special needs, is headed by Special Needs Director, Ezzell Floranina. The troupe traveled to Dundalk and performed in a variety of festival venues. The Rainbow Players were supported on this trip in part by a special gift of \$5,000 from Paul Newman. The Amherst Community Theater Program, headed by Arts and Supplemental Education Director Steve Stoia, brought home several individual awards from the festival as well as the award for Best Festival Musical in their performance of "The Secret Garden."

The newly recreated Amherst Community Aquatics Center, ACAC (formerly the Amherst Middle School Pool), opened in September under the direction of Barbara Bilz, Director of Community Programs and Development, and Kristen Johnston, Aquatics Program Coordinator. The opening of this program at the existing pool, with expanded hours and programs and warmer pool temperatures, came about after a concerted public and private effort was made to cover a \$26,000 shortfall by raising funds. The Town, the Schools and private organizations, including the Friends of Amherst Recreation and the Amherst Tritons Swim Team, worked collaboratively to meet the challenge of providing a facility that the community would use and appreciate. ACAC grew to include more than 182 members accounting for 79 memberships with 4,455 paid admissions to the pool. In the previous year, there were 32 memberships and 1,330 paid admissions to the pool.

### **Administration and Facilities**

Of note, under operations, was the strong effort made in FY 04 toward promoting the LSSE brochure to advertisers. Advertising prices were raised and income increased by 58% in FY 04 over FY 03. Laurel Kushi, Operations Manager, and LSSE Registrars, Donna Roy and Pat Desmairis also put a plan in place to attract work study assistance to the office for general support. This was a wise cost-saving and time-management step, given the accompanying increase in registrations over the preceding year. A total of 9,734 registrations were processed in FY 04 compared to 9,211 in FY 03. Accordingly, 654 programs were held compared to 544 in FY 03.

The LSSE website [www.lssse.org](http://www.lssse.org) became an increasingly popular place to register for a program as well as to visit. LSSE averaged 3,300 visits/month compared to 2,700 visits/month the year before. There were also 34,000 hits per month compared to 20,000 in the prior year. In addition,

the website was used heavily by the LSSE sports programs for scheduling, scores and weather-related cancellation information.

Fee reductions saw a jump in FY 04 and provide an early signal to upcoming budget concerns. A total of 707 family members obtained a 66% fee reduction in FY 04, compared to 631 in FY 03. In addition, a total of 77 family members had a 33% fee reduction in FY 04, compared to 62 in FY 03.

There was one staff change in FY 04: Kristin Johnston was hired in September to fill the previously vacant Aquatics Coordinator position. Unlike the position in FY 03, Kristin was hired with the understanding that the operation of the indoor pool must become self-supporting in order to cover the expense of the salary.

Capital improvements in FY 04 focused on two projects: the Plum Brook Athletic Fields and the Amherst Skate Park Study. After numerous months of study and presentation, the Plum Brook Athletic Fields Project made advances through the permitting process and achieved clearance from the Amherst Conservation Commission and the Amherst Planning Board. Some neighbors on Potwine Lane who object to the project sought a different answer to the permit process, however, and filed an appeal with the Department of Environmental Protection. The appeal process began in May and efforts continued to be made throughout the end of FY 04 to seek resolution.

The initiative for the Amherst Skate Park Study occurred in May of 2003, when students from the University of Massachusetts, in collaboration with Amherst youth, brought forward Article 11 before Town Meeting asking for “an action plan of all the elements needed in order to build or dedicate a site for a teen center/skate park complex for the youth of Amherst.” Subsequently, in the fall of 2003, the Community Preservation Act Committee (CPAC) and Town Meeting voted the approval of a recommended \$15,000 appropriation for a skate park study. In the spring of 2004 a consultant was hired, the Berkshire Design Group. The study is continuing and, along with other objectives, is exploring possible skate park sites within Amherst.

### **Youth and Adult Sports**

One year after the arrival of LSSE’s new Sports and Recreation Director, the youth and adult sports programs continue to see enormous positive changes. A number of new elements were added to existing programs in order to provide either greater efficiencies or in response to public requests.

In FY 04, the Amherst Youth Basketball program was revamped to include an “Instructional Division” for 1<sup>st</sup> and 2<sup>nd</sup> grade players. While this program had existed in some format earlier, the restructuring eliminated the competition and pressure factor of games and placed the focus on teaching basic skills. A new Girls’ 7<sup>th</sup> and 8<sup>th</sup> Grade All-Star Game was added at the end of the season, as well as a Coaches vs. Players All-Star game. Both provided a great deal of enjoyment for all participants. For many years, citizens had organized the Boys’ Suburban Basketball Program on a volunteer basis. In FY 04, LSSE was asked to assume the responsibility for the Boys’ Suburban Basketball Program. This action matches the assistance LSSE gives to the Girls’ Suburban Basketball Program. In order to provide a representative voice for the policy-setting aspects of the league and to remove the perception of favoritism/cronyism regarding team selection for the suburban league, a Youth Basketball Advisory Board was put in place. Finally, a new series of coaches’ clinics was added this year to provide more in-depth and hands-on

support to volunteers and to give them the teaching skills and coaching knowledge needed to make them more effective coaches. Local high school and college basketball coaches voluntarily conducted these important clinics.

Youth and adult softball leagues remained popular this year, with 32 teams returning in the adult program – one more team than a year ago. The youth program registered 12 teams across three divisions, or 163 players – just slightly fewer than the 177 in FY 03. The adult softball program finished the season with a celebratory banquet for a second year in a row. Over 200 players visited the Amherst VFW for an evening of food, music, socializing and handing out of end-of-season awards. “Spirit of the Game” awards were made to a player in each division, as voted on by their peers, who best exemplified the spirit of the game through their conduct on the field.

The Summer Ultimate League of Amherst, SULA, continued to grow, with strong participation from youth and adults. A total of 640 players, with 387 youth and 253 adults, convened to total more than 50 additional participants over the preceding year.

Summer 2003 sports camps gained great advances in participation as well. There were 29 different camps in 2003, with 826 participants – an increase from the 756 the year before. New camps introduced included Sunfoot Soccer, Girls’ Lacrosse and Soccer Magic. Tiina Booth’s National Ultimate Camp grew to 106 participants as it relocated to the Hampshire College campus. This camp continues to attract Ultimate enthusiasts from all over the United States.

The adult volleyball league maintained a steady pace of 15 teams, similar to the previous year, and the drop-in programs for both volleyball and basketball continued to attract thousands of adult and youth players over the year

Two new and successful recreation programs added included the Whirlin’ Hurricanes Freestyle Rope Jumping Program and the Fit Over 40 Adventure Club. The Whirlin’ Hurricanes drew 55 participants to the heart-healthy sport of rope jumping. LSSE saw many new faces attracted to this program, which appealed to children who had not previously registered for a sports/recreation program. Parents loved the “Spring Show,” where participants got to show off their skills/routines to friends and family. One participant actually placed second in a regional rope jumping competition held in New Hampshire in June.

The Fit Over 40 Adventure Club made its debut in FY 04 and also attracted and targeted a new group of 27 women participants. Highly complimentary evaluations came back after two seasons of this program, which offered a robust mixture of hiking, biking, walking, running and tennis to adult women motivated to pursue fitness three times per week over a six-week period.

## **Aquatics**

As described earlier, a significant change occurred this past year with the successful and ongoing transformation of the Middle School pool to the Amherst Community Aquatics Center – a facility that the entire community could use. A celebratory Open House was held in February and drew 200 participants, assuredly the highest number of participants to visit the pool since its opening in the 1970’s. Despite these excellent results, more will need to be done to keep this facility vibrant. This past year, the Town assumed the responsibility for the routine and daily maintenance of the pool. The School continued to absorb the responsibility of electrical and

mechanical systems and custodial work. A critical agreement between the Town and Schools for the cooperative use of the facility was developed and continues to be fine-tuned.

The outdoor pools experienced a difficult season in the summer of 2003. The budgetary crisis that preoccupied the state and then overwhelmed the Town meant the elimination of the benefited Aquatics Program Coordinator position and threatened the closing of one of the outdoor pools and a wading pool. A worsening situation grew when the LSSE Aquatics Program Coordinator chose to leave the position earlier than planned, just prior to the busy opening of the pools. This position remained unfilled throughout the summer. The Select Board made the decision to keep the two outdoor pools and the three wading pools open just in time for the summer season of 2003, but left the question open about the future season due to funding uncertainties. Finally, a serious swimming accident occurred at the War Memorial Pool in the summer of 2003 that involved a child attending an LSSE day camp.

### **After School and Vacation Youth Programs**

A total of 968 children attended the LSSE day camps in FY 04, compared to 697 in FY 03. The two vacation camps – winter and spring – saw positive numbers as well, with 96 children registered. The Adventure Playground Day Camp, Early Adventures Day Camps, Prime Time After-School Program and the LSSE Vacation Camps all share many of the same staff, including long-time LSSE employee and Director, Amy Diamond, and numerous other counselors/staff. Parents and staff alike find that the consistency of carrying over/sharing employees from one LSSE child care program to another is a great boon for the children.

The Outdoor Challenge camp continued to offer a successful array of adventure programs, including rock climbing, canoeing, kayaking, caving, outdoor survival skills and leadership training to area teens. This program was directed by James McNaughton from Adventure In Adventure Out and housed on the Hampshire College Campus. In a collaborative effort, Hampshire College provided the housing free of charge for this Amherst teen program. The Amherst Schools contributed enormously to the success of all of the after-school and summer camp programs as well. The location for the day camps, vacation camps and after-school programs and vehicles for bus transportation of children to and from the summer programs is a donation from the Amherst Schools.

### **Performing Arts, Special Events and Supplemental Education Programs**

The “Wizard of Oz” proved to be a popular choice for the Amherst Leisure Services Community Theater (ALSCT) program, with ticket sales soaring to \$50,577 over the previous year high of \$48,083. In addition, underwriting was healthier, with Florence Savings Bank, ComCast and Integrity Development all assisting with sponsorships at \$2,000 each. The cast included a number of talented youth and adults, providing two weekends of stellar performances that packed Bowker Auditorium, with a sale of 4,800 seats. The work of the volunteers, numbering over 100, both behind the scenes and on the crews, continued to be impressive. A drawback and stumbling area for the Theater Program lies with a lack of adequate and consistent space to build the sets for the shows. For the more than 10 years that the program has existed, each year has required a new hunt for set-building space. The lack of available raw building space in Amherst meant that the crews needed to travel to Belchertown in FY 04 to construct the sets. This need also plagues many other local theater troupes. Plans are being envisioned for a space that might serve all in Amherst.

The Massachusetts Cultural Council awarded a \$1,500 grant to LSSE to assist the Open Arms Rainbow Players and ALSCT with productions in FY 04. The Rainbow Players also benefited from a complete dinner sponsorship provided by The Harp in Amherst and numerous individual donations, all intended to help send the Rainbow Players to Ireland for the Dundalk International Community Theater Festival Performance.

The Amherst July 4<sup>th</sup> celebration brought out the crowds for another year of patriotic support in commemoration of the country's independence. A twenty-five minute fireworks display greeted an estimated crowd of 20,000 at the University of Massachusetts fields behind McGuirk Stadium. An Amherst Community Band concert, old-fashioned field and relay games, an Atkins Farm pie eating contest, and refreshment and entertainment vendors all played host to the crowds following many months of preparation for this LSSE-directed program. Many University of Massachusetts departments, including the Physical Plant, Athletics Department, Police Department, Environmental Health and Safety, in addition to the Town of Amherst Fire Department, all worked in a coordinated effort to assist LSSE in making this program take place; they deserve the highest of praise for their contributions. The Northampton Cooperative Bank again sponsored this program at \$4,000.

The Halloween Window-Painting program provided an activity for artistically inclined parents and children. Merchants with store front windows generously gave up their window space for two weeks in October so that 100 budding artists could adorn them with a Halloween theme. A crowd of 200 ghosts, goblins and other Halloween-themed forms paraded through the downtown streets on Halloween night to a performance at the Boltwood parking garage and then to a party at the Bangs Community Center. All of this was coordinated by LSSE Program Director Ezzell Floranina with the volunteer assistance of many Amherst College students.

Hot Summer Nights began in earnest but ended without the cooperation of the weather. All three July shows were unfortunately rained out.

Youth and adult supplemental education courses saw a dip in participation this year, due largely to the dissolution of several partnerships. In FY 04, there were 1,622 students participating in 200 classes, compared to 1,923 participants in 243 classes the year before. After several years of successful partnership, LSSE bid goodbye to the Fiber Arts Center when it seemed ready to operate on its own. In many ways, this amiable separation illustrated an LSSE Arts and Supplemental Education Program objective – to give fledgling arts organizations the support they need in order to eventually gain stability. Hampshire College had listed some courses with LSSE, and the Synthesis Center had also experimented in this way but found fewer program registrants than desired for their efforts.

On the positive side, LSSE Youth and Adult Education classes found success with these programs through the use of several of the schools' specialized classrooms, including: Carpentry for Women using a school woodshop, Photography with use of the High School's dark room, and numerous cooking classes in the Middle School home economics rooms. Additional interest was seen in blacksmithing classes and a revamped driver's education program.

### **Special Needs**

The various program offered to individuals with special needs throughout FY 04 under the auspices of the LSSE Open Arms Program included: a monthly cabaret, the Rainbow Players Community Theater Troupe Program, a monthly newsletter, reduced membership fees to the



Amherst pools and various classes, workshops and outings. Additionally, the Boltwood Project was offered through a partnership with the University of Massachusetts; it provided two semesters of volunteer-led social activities to adults with developmental disabilities. The Town also supplied special needs assistants to those needing a one-on-one assistant, a sign language interpreter, or other types of accommodations, in order to make program participation available. The Special Needs Program Director also offered training and support to all LSSE's programs, with particular emphasis given to the day camps and after-school programs. In FY 04, there were 42 participants with special needs engaged in the LSSE day camps over the seven-week period.

In FY 04, in addition to sending the Rainbow Players to Ireland, two new youth theater winter and spring classes were offered. An Angel Tickets Program was also provided through the support of the University of Massachusetts Fine Arts Center. This program made free arts performances programs available to those with an Open Arms membership.

The LSSE special needs programs, which were offered free, or for a very small user fee, were largely funded by grants, donations and various fundraising efforts. Additional assistance was provided by a combination of work study student and volunteer support. The primary difficulty that occurred in FY 04 was insufficient time to accomplish the necessary tasks for growing programs that are naturally occurring as the public becomes more aware of their existence.

### **Summary**

FY 04 at LSSE was a mixture of achievements, successes, collaborations, challenges and concerns. Requests for LSSE programs and services have continued to grow since its beginnings in 1982. As LSSE's reputation for administering quality programs and services makes steady gains, invitations also grow for LSSE to "umbrella" or fully administer privately supported programs. These invitations are viewed by LSSE as examples of our success; however, they are also a request for more Town services. And this is understandable. Many in our community are consumed with family and work, leaving little time to complete all of life's daily tasks, let alone leisure pursuits. While LSSE has benefited from the support of hundreds of volunteers, our community's ability to sustain volunteer-headed initiatives appears to be diminishing.

Linda Chalfant  
Director

## **MUNSON MEMORIAL BUILDING REPORT**

Fiscal Year 2004

Munson Memorial Building, located on the South Amherst Common, continues as a center of activity for the Town of Amherst. The handsome white building was built in 1925 with money donated to the Town by Mrs. Parnell Munson. Mrs. Munson wished the building to be named in memory of her husband and stipulated that the library would always be included in the building. This stipulation has always been fulfilled by the Munson Branch of the Jones Library. Munson also serves as the Precinct 8 polling place for the Town. Many groups rent the beautiful upstairs auditorium whose windows look out on an old apple orchard. The elegant wood floors regularly see use by a variety of dancers. A spacious downstairs room, furnished with a large meeting table and bordered by three small offices, is also available for rental and for community meetings. The building is used seven days a week year round and is a wonderful resource for the Town.

Oversight of the maintenance and use of the building is in the hands of three trustees appointed by the Town Manager. The FY 04 trustees are Claudia O'Brien, chair, Betsey Johnson, and John Brongers. Rentals of the building are scheduled by Town employees. Rental fees, including rent paid by the Jones Library, have consistently more than equaled the yearly budget. However, these funds are not set aside for the upkeep of the Munson but rather go into the Town's General Fund.

The Munson is a relatively old building and is always in need of careful attention to maintenance. The last major renovation of Munson dates back to 1989. In the last year the auditorium has been painted, electrical repairs done and new chairs purchased. Two volunteers, Sandra Clark and Chris Hern, have donated their time and expertise to renovation of the walled garden, and Chris Hern has revamped the south garden. The Thursday Club of South Amherst planted a beech tree on the south lawn to commemorate 100 years of club existence.

Achieving completion of long-standing projects has been very difficult for reasons of illness and diminished numbers of available personnel in the Town building supervisor's office. Sidewalks, painting, carpeting, roof work, sewer work, heating systems updates and a shed for a lawnmower are all on hold, although most of these items were funded in the FY 03 capital expenditures budget passed by Town Meeting. The Trustees are pleased with the maintenance that took place this year; they look forward to seeing the remaining needs taken care of during this coming year.

Parking and public safety are of great concern to the Trustees, as the volume and speed of traffic have substantially increased over the years, causing safety hazards for visitors to the Munson. Together with the South Congregational Church Trustees, Munson's next-door neighbor, the Trustees requested assistance from the Town engineers to solve these problems. Several excellent options were presented by the engineers at a meeting with abutters and other townspeople. There will be more open meetings in order to continue to provide opportunities for discussion, input and support from the community. The

Trustees are very grateful for the expert and excellent work done by the Public Works Department. We look forward to solving these safety issues.

Munson is a warm and inviting space. Please come visit this outstanding jewel on the South Amherst common.

Submitted by Claudia O'Brien, Chair, Munson Memorial Building Trustee

## PLANNING BOARD & PLANNING DEPARTMENT

Fiscal Year 2004

The Amherst Planning Board and Planning Department engaged in the following land use, planning and zoning activities during Fiscal Year 2004.

### CURRENT PLANNING

Commercial and especially residential development issues and applications occupied much of the time of the Board and Department during FY 04.

Table 1 provides a statistical review of the Department's activities, including the various permits it oversees, and zoning and other regulatory changes.

---

---

**Table 1**  
**Planning Board**  
**Land Use & Zoning Activity**

<u>A.</u>	<u>Review &amp; Action</u>	<u># of Applications</u>
1.	Planning Board Special Permits	2
2.	Form A (Approval Not Required) Subdivisions	19
3.	Cluster Subdivision	1
4.	Standard Subdivision	4
5.	Subdivision Lot Releases	7
6.	Subdivision/Site Plan Escrow Releases	6
7.	Street Name Changes	0
8.	Development Authorization Requests	3
9.	Site Plan Review Requests	7
10.	Sign Plans Approved	1
11.	Lighting Plans Approved	0
12.	Scenic Road Requests	2
13.	Ch. 61A Removal Requests	4
<u>B.</u>	<u>Review &amp; Recommendation</u>	
1.	Zoning Amendments	9
2.	Rules & Regulations Amendments	3
3.	Special Permits/Variations	35
4.	Street Acceptances	2

---

---

What follows is a summary of some of the more significant development proposals and issues during FY 04:

### **Commercial/Institutional**

- \* A revised plan for a mixed use commercial/residential building at 213 College Street
- \* Redesign of the Plum Brook Recreation Area to accommodate additional playing fields
- \* Expansion of the commercial building for Andrew's Greenhouse at 1178 South East Street
- \* Conversion of the former Common School building at 611 Belchertown Road to serve as the new site of the Amherst Chinese Christian Church
- \* Renovation of the former "Rusty Scupper" and "Season's" restaurant buildings (farmhouse and barn) at 529 Belchertown Road to serve as a new winery
- \* New outdoor dining and a dining canopy for "Bueno Y Sano," an established Boltwood Walk restaurant
- \* Planting plan for a new commercial addition at the rear of 71 North Pleasant Street
- \* Renovations to a canopy structure at the Atkins Farm Market.

### **Residential**

- \* Review and approval of final revised plans for the 12-lot, 16-unit Palley Village cluster development off Old Belchertown Road
- \* Review and approval of the 20-unit Sunwood Pines, Amherst's first Open Space Community Development (OSCD)
- \* Preliminary and definitive approval for Moody Fields, a 7 lot single family subdivision off of Snell Street
- \* Lot Releases for home building in Barkowski Meadows, Hop Brook Road and Kestrel Lane (The Meadows).

### **Zoning Issues**

- \* Developed revisions to the Zoning Map in response to requests from residents of single-family homes on East Pleasant Street, changing their properties from Fraternity Residence (R-F) to Neighborhood residence (R-N). Adopted by the Fall 2003 Special Town Meeting.
- \* Continued to consider amendments to the regulations governing office uses in the professional Research Park (PRP) District.

- \* Considered a rezoning request by Janyce Wziontka, the owner of properties at the southwest corner of Northampton Road (Rte. 9) and Snell Street, who proposed that her properties be changed from Professional Research Park (PRP) to Limited Business (B-L). Referred back to the Planning Board by the 2004 Annual Town Meeting.
- \* Responded to a citizen petition (O'Connor) proposing an 18-month moratorium on the construction of homes over 4,000 square feet in area. The article was withdrawn prior to 2004 Annual Town Meeting.
- \* Responded to a citizen petition (O'Connor) seeking to amend sections of the Zoning Bylaw dealing with converted dwellings. At the Board's request, the article was referred back to the Planning Board by the 2004 Annual Town Meeting.
- \* Responded to a citizen petition (O'Connor) seeking to change the way in which wetlands are factored into residential density calculations for development. At the Board's recommendation, the 2004 Town Meeting adopted an amended definition included in the article, and defeated the remaining sections.

## **COMPREHENSIVE/COMMUNITY PLANNING**

Efforts continued on a number of long-range planning issues, while new issues and projects also involved the time and attention of the Board and Department.

### **Mt. Tom/Mt. Holyoke**

As part of a coalition of other cities and towns containing some portion of the Mt. Holyoke Range, Amherst participated in a regional approach to protecting the Mt. Tom and Mt. Holyoke ranges, including the exploration of coordinated land use regulations governing development on the Range.

Mr. Bob Grose served as the Planning Board representative to the Summit Land Use Task Force. Planning Director Bob Mitchell was the Town's staff liaison to the Task Force.

### **Comprehensive Plan**

Planning Department staff continued to provide the Comprehensive Planning Committee with assistance in pursuing a comprehensive plan for Amherst. The implications of the 2003 Build-Out & Future Growth Scenario report for the Town were publicized and explored.

### **Executive Order 418**

Using \$30,000 in state grant funds, the Planning Department worked with other Town departments, boards and committees, and consultants to complete a number of studies related to comprehensive planning:

\* 2003 Affordable Housing Plan

This update of the 1992 Fair Housing Plan was completed with Land Use Inc. assisting the Housing Partnership/Fair Housing Committee (HP/FHC).

\* Open Space Plan Update

The Conservation Department completed and received conditional state approval for a draft update of the Town's Open Space Plan. The GIS maps accompanying the Plan were prepared by Dodson & Associates with coordination by the Planning Department.

\* University Drive Corridor Traffic Study

Working with consulting engineers Dufresne-Henry, Inc., the Public Works Department conducted a traffic study of the University Drive corridor, including traffic counts, turning movements, and pedestrian/automobile conflicts. This study will be used to inform road infrastructure improvement planning for the area.

### **Downtown**

The Town continued the reconstruction of downtown sidewalks. With design assistance from Associate Planner Christine Brestrup (landscape architect), the paving pattern for sidewalk travel corridors was reworked in response to citizen concerns. Christine incorporated the resulting paving pattern and other landscape improvements into a design for improvement of "Pleasant Walk," the former driveway next to Starbuck's Coffee, which was completed by the Town's Department of Public Works. This new pedestrian walk connects the interior of Boltwood Walk (Bangs Center, parking garage) with the North Pleasant Street shops and sidewalk corridor.

Design work continued for downtown streetscape improvements in the downtown, as the community continued to consider and debate how best to pay for those improvements.

The Planning Board met with Amherst College representatives to review and comment on proposed changes in parking and crosswalks on and near the campus.

### **Housing**

In addition to the 2003 Affordable Housing Plan update, the Town continued its discussions with the University of Massachusetts about mutual housing interests.

Working with the Amherst Housing Authority and the Community Preservation Act Committee, the HP/FHC recommended a number of measures to protect existing affordable housing units and to provide for the creation of new affordable units. The HP/FHC met with the Planning Board's Zoning Subcommittee to discuss significant amendments to the Zoning Bylaw to mandate and encourage affordability in new residential development.

The affordable housing restriction was completed on 4 units (two duplexes) of affordable housing in the Palley Village cluster development off Old Belchertown Road.

### **Historic Preservation**

Work continued on the Amherst Preservation Plan, the historic preservation component of a community master plan, with Planning staff and the Historical Commission working with consultants Martha Lyon and William Geizentanner. Funding for the Plan was made available through a \$20,000 Community Preservation Act appropriation. The public participation component of the Plan's development included two major community forums, a survey, and extensive interviews. Completion of the Plan is slated for FY 05.

The Historical Commission conducted an extensive, successful community fundraising effort, raising nearly \$40,000 to underwrite the cost of the proposed West Cemetery Mural to be installed on the east (rear) wall of the Carriage Shops. An easement for installation and maintenance of the mural was donated by property trust owners Richard Johnson, Jerald Gates, and Robert Ritchie. Installation of the mural by Cambridge muralist David Fichter is slated to begin in fall 2004.

### **Atkins Corner**

In October 2003, the Planning Department received an Outstanding Planning award from the Massachusetts Chapter of the American Planning Association for the Sustainable Village Center Plan for Atkins Corner, a community planning effort which had been conducted by former Senior Planner Constance Kruger and Associate Planner Niels la Cour. Using the Atkins Corner Plan as guidance, the Planning Department and DPW worked with Congressman Olver's office and MassHighway to obtain funds for the redesign of the road system. Funding was approved at the end of the year, and planning began for the hiring of engineers to design the new West Street/Bay Road intersection and roadways improvements.

## **STAFF ASSISTANCE**

Planning Department staff provide support and assistance to a multitude of Town boards and committees, as well as other local and regional boards. The Town boards and committees that the Planning Department is "officially" assigned to in FY 04 included:

- ❖ Planning Board
- ❖ Zoning Subcommittee
- ❖ Atkins Corner Working Group
- ❖ Design Review Board
- ❖ Zoning Board of Appeals
- ❖ Town/Commercial Relations Committee
- ❖ Historical Commission
- ❖ Comprehensive Planning Committee
- ❖ Redevelopment Authority



- ❖ Housing Partnership/Fair Housing Committee
- ❖ Economic Development and Industrial Corporation
- ❖ Overall Economic Development Planning Committee
- ❖ GIS Committee
- ❖ UMass Campus Planning Committee.

Other committees for whom the Planning staff provide assistance include:

- ❖ Public Transportation Committee & Bicycle Subcommittee
- ❖ Disabilities Access Advisory Committee
- ❖ Parking Commission
- ❖ Public Art Commission
- ❖ Community Preservation Act Committee
- ❖ Public Shade Tree Committee
- ❖ Greater Franklin County Economic Development Strategy Committee
- ❖ Regional Local Partnership Committee
- ❖ Pioneer Valley Planning Commission
- ❖ Massachusetts Geographic Information Council
- ❖ Summit Land Use Task Force
- ❖ Amherst Energy Task Force.

## **PLANNING BOARD & STAFF**

During FY 04, new members Christopher Boyd and Elizabeth Hyman were appointed to the Board. Long-time members (6 years) Sara Berger, Bob Grose, and Frank McNerney completed their terms.

Planning Board members took advantage of training opportunities, attending training sessions on planning, zoning, and development ethics sponsored by the Citizen Planner Training Collaborative, and participating in audio conferences sponsored by the American Planning Association (APA). The Planning Board also received training from Town Counsel Alan Seewald and Planning Director Bob Mitchell.

Intern James Errickson, a graduate student in planning at the University of Massachusetts, was hired.

At the end of the year, the Planning Board consisted of: Paul Bobrowski, Chair; Aaron Hayden, Vice-Chair; Pamela Rooney, Clerk; Sara Berger, Christopher Boyd, Adrian Fabos, Aaron Hayden, Elizabeth Hyman, and David Kastor.

At the very end of the year, the Planning Department underwent a major change. On June 30, 2004, Planning Director Robert Mitchell, who had led the Department since December 1984, resigned to assume the position of Special Assistant for Sustainable Development with the newly created Office for Commonwealth Development in the Massachusetts Department of Housing & Community Development (DHCD). Senior Planner Jonathan Tucker assumed the role of Interim Director. Other Planning Department staff included

Associate Planners Niels la Cour and Christine Brestrup, and Management Assistant Sue Krzanowski.

*Paul Bobrowski*  
Chair

*Jonathan Tucker*  
Interim Planning Director

## **POLICE DEPARTMENT**

Fiscal Year 2004

### **ADVANCEMENT MADE POSSIBLE BY TECHNOLOGY AND DEDICATION**

The Amherst Police Department is continually striving to improve the services that we offer you, our community. To provide the best possible protection and partnership with the Town, I rely on my two most essential commodities: the dedicated police officers who strive to make Amherst safer and the latest technology that is available to us.

Within the past few years, technology has played an essential role in the advancement of law enforcement. Prior to the terrorist events of 9-11, technological advancements were not on the minds of most police administrators. Increases in violent crimes, budget constraints, community relations and staffing concerns were what police administrators used to expend most of their energies on. Now, that has changed. The number one focus of law enforcement is the ever-increasing need for superior technology to combat crime and disorder issues in our community.

Crime mapping has increased our ability to address violent crime and staffing issues. It enhances the ability of police officers and police administrators to identify "hot spots," to analyze patterns of crime and criminal behavior, and to share this data throughout the Police Department. The Police Department hopes to use this data to deploy police officers more efficiently and effectively.

The Police Department has been working towards radio interoperability, which will provide for communication capabilities with other Town departments as well as other local and state law enforcement agencies in the event of a major incident. Police officers have now come to rely on their cruiser-mounted laptop computers as another communication device. They routinely communicate with each other as well as the Registry of Motor Vehicles and other national criminal justice data bases without having to burden the Communications Center. At this time, police officers are currently experimenting with hand-held computers for our motorcycle, bicycle, and foot patrols, so that they can have, at their fingertips, much of the same data that officers in the cruisers can access. From an investigative standpoint, digital photography has all but replaced the 35mm cameras that we used to so heavily rely upon. Additionally, the internet has eased the once burdensome task of information-sharing between detective units in all local law enforcement agencies. As a result, we have been successful in apprehending offenders who once eluded law enforcement by moving their illegal activities across many towns.

From a technical standpoint, there has been much advance in the choice of non-lethal tools to which we have access. Police officers used to only have a baton for protection in non-lethal situations. In recent years, we have acquired pepper spray, pepper ball and other impact munitions. Some of these tools became necessary after the Hobart riot of 2003, where 15 of my officers were injured. To protect the public and my police officers, I needed tools that would deter riotous or violent behaviors with the least amount of force. I will continue to research other available options to protect my officers and the public.

While technology plays a substantial part in combating crime, the most valuable aspect of the Amherst Police Department remains the membership of our agency. Our successes are a product of the enthusiastic police officers who arrive at work with the strong belief that their efforts, with the community as a partner, can achieve any task. They strive to make Amherst a pleasant, tolerant, and safe place to work, live, and raise our families. Amherst police officers are challenged as few others are. Due to the makeup of our community, the requests for our services are extremely high. Nonetheless, your police officers constantly try to provide the same, or better, level of conscientious service to which you are accustomed. We have recently re-written our *Mission and Values Statement* to reflect the changes in society and law enforcement. Our statement now reads:

*The Amherst Police Department values our community and our officers. We value our integrity, professionalism, honesty, and we honor the trust vested in us by our community. We believe that Community Policing is an integral part of combating crime and improving the quality of life in Amherst by creating an interactive approach to problem solving and problem prevention based upon a partnership between Amherst citizens and the Amherst Police. It is based on the beliefs that police officers and private citizens working together can help solve community problems related to crime, fear of crime, and quality of life issues. We will use a practical approach, and respect for the dignity of each individual and the diversity of our community, to broaden communication and collaboration among Amherst citizens, neighborhood organizations, the Amherst Police Department, and other organizations, in serving and strengthening our community.*

Thank you for your continued support and trust in our efforts to make Amherst the finest community in the Pioneer Valley.

Charles L. Scherpa  
Chief of Police

## COMMUNICATIONS CENTER

It cannot be overstated that without sufficient staffing all else suffers. As people are required to work time beyond what is reasonable, morale deteriorates, turnover is high and the hiring and training process slows, exacerbating all other issues.

The staffing formula for an emergency service department must include an appropriate relief factor. Ours has none. Dispatchers in the Amherst Public Safety Communications Center are to be applauded for consistently providing quality service despite the extraordinary demands placed upon them by the nature of their work and the time it has required.

Nine dispatchers are necessary in order to schedule two dispatchers on duty, three eight-hour shifts a day, each and every day. However, with only nine Dispatchers, scheduling breaks (including meal times) is not possible and overtime is required each and every time one of the nine is on leave (e.g. sick, personal, vacation); is needed as additional help on weekend nights; is at training; or is meeting with the supervisor for any reason. The loss of an employee from our staff adds another forty hours a week of coverage to be shared by an even smaller group for no less than six months (recruitment and training of replacement).

This past year has been very difficult. Overtime in our Center has not been discretionary. Every hour was required to ensure that someone was working in the Center. The resulting amount of overtime was staggering to our bodies as well as our budget.

The decision by Town Meeting to eliminate one position left us unable to reasonably absorb the loss of Jennifer Guzik, who resigned following the completion of her maternity leave. Even with the Director working dispatch shifts, it became all too common for dispatchers to work 12 to 16 consecutive hours three to four times a week. Sometimes no more than eight hours elapsed before a Dispatcher was required back to work. The fact that much of this occurred between 4:00PM and 8:00 AM or on an employee's two days off added to the strain felt by all.

While Kevin Gleason began training in September, Trudy Turcotte resigned two months later. Realizing that the situation was critical, the Town Manager reinstated the eliminated position. Unfortunately, lacking the proper resources for employees to work a week that didn't already require hours of overtime and with the Director working console shifts, the recruitment process was prolonged.

The hiring of Mary Dzialo in December was followed by the resignation of Maurice LaLumiere. To add to this lack of progress, Mary Longtin, hired in January, resigned after eleven weeks of training. Therefore, we ended our fiscal year as we began, with eight Dispatchers to do the hours of at least ten.

Our insufficient staffing level did not allow us time for involvement in activities beyond staffing the emergency console. Dispatchers could not be involved in the Fire Department S.A.F.E. program or take advantage of any training opportunities.

Though scheduling did not allow attendance at many meetings, I remain affiliated with the Massachusetts Communications Supervisors Association. In addition, I accepted membership in the Washington D.C.-based E911 Institute, formed last year to support the Congressional E911 Caucus and assist in promoting public education on E911 and emergency communications issues. The work done by these groups for the advancement of our profession will benefit Centers and our customers.

In addition to Kevin Gleason and Mary Dzialo, our staff includes Ann Misiaszek, Mike Curtin, Brad Worthley, Beth Dodge, Jess Alvaro and Josh Cicia. I continue to take pride and pleasure in working for and with our entire team of hard-working and conscientious dispatch professionals.

Rita K. Burke  
Director, Communications Center

<b>SERVICE LEVELS</b>	<b><u>FY 98</u></b>	<b><u>FY 99</u></b>	<b><u>FY 00</u></b>	<b><u>FY 01</u></b>	<b><u>FY 02</u></b>	<b><u>FY 03</u></b>	<b><u>FY 04</u></b>
	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>
Police Calls Dispatched	13,007	14,916	14,901	17,703	17,057	15,635	14,638
Fire Calls/in Amherst	984	1,046	928	1460	1,306	1,079	1,098
EMS Calls/in Amherst	1,969	2,030	2,238	2,307	2,348	2,249	3,238
Couldn't fulfill-mutual aid needed	NC	NC	NC	NC	NC	25	27
Medical Emergencies Requiring	NC	NC	NC	NC	NC	NC	996
Pre-Arrival Instructions							
Animal Control Calls	540	455	361	354	467	532	416
Police Administration Calls*	100K+	100K+	100K+	100K+	100K+	100K+	100K+
Fire/EMS Administration Calls	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Call for Service Redirected to	NC	NC	NC	NC	NC	NC	8,900+
Agencies							
Other Fire/EMS Service Requests							
Belchertown (F)	238	234	288	286	293	280	304
Hadley (E)	521	639	559	544	643	644	744
Leverett (E)	41	45	63	77	76	56	68
Pelham (E)	42	51	54	42	43	60	66
Shutesbury (E)	35	41	46	49	41	41	61
Mutual Aid (E)	10	10	14	23	21	32	31
Mutual Aid (F)	3	8	13	13	27	13	15
Paramedic Intercept	17	14	17	26	10	30	39
Non Incident Details	735	731	729	761	801	783	873
911 calls Received*	NC	NC	NC	NC	5,698	5,551	5,252
CAD Calls Initiated	NC	NC	NC	NC	21,799	20,893	19,615
Teletype Transactions Processed	NC	NC	NC	NC	215,722	215,922	216,654
Burning Permits Processed	NC	NC	NC	NC	**276	765	**765
Fire Service Inspections Scheduled	NC	NC	NC	NC	**393	480	**480

NA = Not Applicable

NC = Not (previously) Counted

\* Note: many calls for service are received via non-emergency lines

\*\* Estimated

#### **PERSONNEL CHANGES**

##### **Hired**

Kevin Gleason	permanent full-time	09-08-03
Mary Dzialo	permanent full-time	12-01-03
Mary Longtin	permanent full-time	01-12-04

##### **Resigned**

Jennifer Guzik	permanent full-time	07-01-03
Trudy Turcotte	permanent full-time	11-23-03
Maurice LaLumiere	permanent full-time	02-20-04
Mary Longtin	permanent full-time	03-18-04

## **Detective Bureau**

The Detective Bureau's function is quite diversified. The primary mission is to complete major investigations through support of the patrol force, as well as maintain self-initiated activity in information gathering and problem solving. It must complete background investigations, it performs court-related functions, is liaison to community groups, responds to school resource needs, performs sex offender registration, and is the point of contact for other law enforcement agencies. An additional function has been weekly contributions to the departmental website, keeping citizens apprised of criminal activity in town.

During the last fiscal year, the Detective Bureau was staffed by Sergeant Christopher P. Pronovost, Detective Christina B. Knightly, Detective Brian T. Johnson, Detective Stephen Walsh, Detective Jeannine Bonnayer and Detective Jamie J. Magarian. Detective Walsh handled the duties of court liaison officer as well as lead investigator for computer-related crimes. Detective David W. Foster acted as liaison to the schools, the juvenile courts system, the Department of Youth Services and many other juvenile service agencies. Detective Christina B. Knightly was also attached to the unit to assist with investigations, among her numerous other duties. Detectives Bonnayer and Johnson handled the bulk of criminal investigations. Detective Bonnayer is also designated as the Department's domestic violence outreach officer, who keeps our unit in tune with the needs of the community as well as the district attorney's office. Lieutenant Ronald A. Young acted as the officer in charge.

The case load for investigators rose over the last fiscal year. Some of the highlighted investigations involve several arrests for trafficking cocaine, firearms charges, assaults, armed robberies and several lengthy fraud cases. In December, two armed home invasion investigations were launched and are ongoing. We have seen a sharp increase in computer-related crimes, both financial and involving child exploitation. Our unit has worked closely with surrounding law enforcement and federal agencies. A total of 129 people were charged through indictment, arrest or summons over the last twelve months, with a total of 168 charges.

Ronald A. Young  
Lieutenant



**POLICE PERSONNEL CHANGES**  
**JULY 2003 – 2004**

**RESIGNATIONS:**

Jill Osowski

March 31, 2004

**RETIRED:**

None

**NEW HIREES:**

None

**PROMOTION:**

Jennifer Gundersen

Promoted to Lieutenant

September 9, 2003

**AMHERST POLICE DEPARTMENT**  
**ANNUAL POLICE STATISTICS**  
**FY2004**

**POLICE DEPARTMENT ACTIVITY**  
**JULY 01, 2003 – JUNE 30, 2004**

**POLICE CALLS FOR SERVICE**  
**RECORDED BY PUBLIC SAFETY COMMUNICATIONS CENTER**

209 A SERVICE	296	PRIVATE / TRESPASS TOW	5
911 HANG UP	248	PRISONER TRANSPORT	135
ABANDONED M V	4	RECOVERED MV	29
ADMIN DUTY	108	RECOVERED PROPERTY	359
ANIMAL COMPLAINT	416	RESIDENTIAL ALARM	231
ANNOYING CALL(S)	63	ROBBERY	7
ASSAULT	85	SECURITY CHECK	505
ASSIST A F D	337	SEX OFFENSE	10
ASSIST CITIZEN	945	SHOPLIFTING	22
ASSIST OTHER AGENCY	445	SPECIAL / UNUSUAL OCCURRENCE	2
ASSIST OTHER P D	204	STOLEN M V	33
B & E	110	SUMMONS SERVICE	451
B & E M V	98	SUSPICIOUS	1,283
BANK / A T M ALARM	37	T B L VIOLATION	62
CHILD ABUSE	8	TRAFFIC	891
CITIZEN TRANSPORT	163	TRAFFIC MONITOR	23
COMMERCIAL ALARM	593	TRESPASS	69
COMMUNITY POLICING	158	UNATTENDED DEATH	12
DISTURBANCE	418	VANDALISM	295
DOMESTIC	118	WARRANT SERVICE	210
DRUG LAW VIOLATION	42	WELL BEING CHECK	184
ESCORT	291		
FIGHT	92		
FOLLOW UP INVESTIGATION	405		
FORGERY / COUNTERFEIT	6		
FRAUD	4		
HOUSE CHECK	101		
LARCENY	300		
LIQUOR I D CHECK	80	<b><u>TOTAL CALLS FOR SERVICE</u></b>	14,603
LIQUOR LAW VIOLATION	206		
LOCATED PERSON	22		
M V COMPLAINT	54		
M V CRASH P D	884		
M V CRASH P I	106		
M V STOP	740		
MEDICAL / MENTAL	54		
MISSING PERSON	55		
MISSING PROPERTY	133		
NOISE COMPLAINT	1,045		
O U I	245		
PARKING BAN	65		
POLICE TOW	1		

**PERSONS DETAINED BY/AT AMHERST POLICE DEPARTMENT****ADULTS FY 04**

ARRESTED OFFENDERS	1,162
SUMMONSED PERSONS	319
PROTECTIVE CUSTODY	14

**JUVENILES FY 04**

ARRESTED OFFENDERS	22
SUMMONSED PERSONS	52
PROTECTIVE CUSTODY	0

**OFFENSES (IBR) CHARGED - AT TIME OF ARREST**

FORCIBLE RAPE	3
FORCIBLE SODOMY	1
ROBBERY	9
AGGRAVATED ASSAULT	34
SIMPLE ASSAULT	109
INTIMIDATION	3
ARSON	2
BURGLARY / B&E	17
POCKET-PICKING	1
SHOPLIFTING	14
ALL OTHER LARCENY	24
MOTOR VEHICLE THEFT	4
COUNTERFEITING / FORGERY	4
FALSE PRETENSE / SWINDLE	3
CREDIT CARD / AUTOMATIC TELLER	1
STOLEN PROPERTY OFFENSES	7
DESTRUCTION / VANDALISM	17
DRUG / NARCOTIC VIOLATION	106
STATUTORY RAPE	2
PORNOGRAPHY / OBSCENE MATERIAL	1
WEAPON LAW VIOLATION	2
BAD CHECKS	2
DISORDERLY CONDUCT	65
DRIVING UNDER INFLUENCE	249
DRUNKENNESS	15
LIQUOR LAW VIOLATIONS	223
TRESPASS OF REAL PROPERTY	7
ALL OTHER OFFENSES	139
TRAFFIC TOWN BYLAW VIOLATIONS	499

<b>TOTALS</b>	<b>1,563</b>
---------------	--------------

<b><u>MOTOR VEHICLE (MV) CRASHES</u></b>	<b>FY04</b>
MV CRASH REPORTED IN PERSON OR BY MAIL	494
MV CRASH INVESTIGATED REQUIRING POLICE REPORTS	901
MV CRASH WITH CITATIONS ISSUED	253
MV CRASH TOTAL CITATIONS ISSUED	307
MV CRASH WITH PERSONAL INJURY	117
MV CRASH TOTAL INJURED PERSONS	156
MV CRASH INVOLVING PEDESTRIANS	14
MV CRASH INVOLVING BICYCLES	10
MV CRASH INVOLVING MOTORCYCLES	3
MV CRASH INVOLVING WHEELCHAIRS	0
MV CRASH WITH FATALITIES	0
MV CRASH / HIT AND RUN	94
<b><u>MOTOR VEHICLE CITATIONS FY 04</u></b>	
ALLOW IMPROPER OPERATION OF MV	1
CROSSWALK VIOLATION	33
DEFECTIVE/FAULTY EQUIPMENT	45
FAILURE TO USE CARE (TOWN BY LAW)	24
FAILURE TO REPORT CHANGE IN ADDRESS	1
FAILURE TO SLOW FOR PEDESTRIAN	3
FAILURE TO YIELD AT INTERSECTION	117
IMPROPER PASSING	14
IMPROPER TURNING MOVEMENT	3
INVALID INSPECTION STICKER	121
JUNIOR OPERATOR VIOLATION	10
LEAVING THE SCENE OF ACCIDENT WITH PROPERTY DAMAGE	7
MARKED LANE VIOLATION	43
NUMBER PLATE VIOLATION	9
OPERATING WITH NO LICENSE/REGISTRATION IN POSSESSION	61
OPERATING AFTER SUSPENSION/REVOCATION	134
OPERATING UNDER INFLUENCE ALCOHOL/DRUGS	16
OPERATING UNINSURED MOTOR VEHICLE	12
OPERATING UNREGISTERED MOTOR VEHICLE	53
OPERATING UNLICENSED OPERATOR	56
SPEEDING	298
STOP SIGN/RED LENS	117
UNDER 21 WITH LIQUOR IN POSSESSION	2
VIOLATION OF COMMONWEALTH REGULATIONS CMR	9
<b>WARNINGS</b>	<b>5,628</b>
<b>TOTAL CITATIONS</b>	<b>6,817</b>

## **PUBLIC ART COMMISSION**

Fiscal Year 2004

Commission members: Edith Byron (chair), Peggy Cole Wood, Carol Lee, Bernice Rosenthal, Lora Simon, Gretchen Fox, and Petula Bloomfield.

Two large wall hangings by Petula Bloomfield, originally on exhibit as one of the winners of APAC's Visiting Art competition of the previous year, were accepted as a gift by the Town and will remain on display in the Town Room of Town Hall. These hangings were partly a gift by the artist and partly a private donation.

MILL RIVER NEWT, a stone sculpture created by John Sendelbach for the Mill River Recreation Area, was completed in August 2003; the dedication ceremony was held on October 18, 2003. This sculpture was paid for by private donation and given in memory of Kevin Brown.

FUGUE, a stained-glass window by Mark Ricker, was completed during the winter and will be installed in Town Hall during the summer of 2004. The work was funded by private donation and a grant from the Amherst Cultural Council.

APAC held a competition for designs to be painted on the support columns on the lower level of the Amherst Parking Garage. Seven artists had their designs accepted, and a total of twelve columns have been painted in the garage. The artists have been paid \$100 for each column they painted. APAC gratefully acknowledges the gift of materials from Cole Lumber and Leader Home Center, \$106.50 and \$50, respectively. The artists are Wayne Gagnon, Bernice Rosenthal, Lauren and Christine Toubeau, Heather Wick, Mary Klaes, Brendan Burn, and Lauren Hazel.

The winners of this year's Visiting Art competition displayed their work in the Amherst Town Hall from July 1, 2003 - June 30, 2004. They were: Carol Belliveau, Sharon Carty, Michael Chan, Sue Katz, Lynn Lovell, Nancy Murphy, John Power, Janet Reider, and Nicole Roux.

At the end of the year, Peggy Cole Wood and Bernice Rosenthal resigned from the Commission, after three and four years of excellent service, respectively. With thanks and regret, their resignations were accepted.

## **PUBLIC SHADE TREE COMMITTEE**

Fiscal Year 2004

The Public Shade Tree Committee has had a quiet year, but the Town was again recognized as a 'TREE CITY'.

The major impact in the past year has been the plethora of early retirements, which have affected the Committee:

Thomas Sullivan, head tree-crew foreman

Herb Bryan, Committee member

Peter Westover, Conservation Director and ad hoc Committee member liaison.

The Committee has examined its role and status in the committee structure of the Town, the associated relationship with the Tree Warden and the Conservation Commission, and how the Committee might function with respect to MGL 27. It will make recommendations to the Conservation Commission and the Select Board in the fall of 2004.

Few issues concerning public shade tree removals have come before the Committee this year. We believe these have all been addressed in a manner acceptable to the Committee and the residents involved.

Outstanding issues that need resolution are the role and status of the Public Shade Tree Committee and the overextension of the Town crew dealing with shade trees. At the present time, the shade tree crew carries out several different unrelated tasks, which often leave little time to address shade tree issues such as tree maintenance, tree inventory and tree planting. The need for a dedicated budget for trees still remains an ongoing issue and, until the economy improves, will be an ongoing restriction on the ability of the Public Shade Tree Committee to meet the needs of the Town of Amherst.

As in previous years, we held an Arbor Day celebration with the fifth-grade students at Fort River School with the able assistance of Steve Gervickas, Assistant Principal; the Town of Amherst tree staff, the Town Tree Warden and William Hutchinson, chair of the Public Shade Tree Committee. Each student was given a young spruce tree, courtesy of Cows Lumber of North Amherst, and one of the young trees was planted adjacent to previously planted trees, which we can report a growing well.

Stanley Ziomek, Tree Warden

William A. Hutchinson, Chairperson

## **PUBLIC TRANSPORTATION AND BICYCLE COMMITTEE**

Fiscal Year 2004

The Public Transportation and Bicycle Committee's primary purposes are to review proposals involving public transportation policy, to advise and report to the Select Board and Town Meeting on transportation-related articles, and to conduct specific transportation studies. In recent years, the Committee has concerned itself with a wide range of transportation topics, including transit planning, bicycle and pedestrian travel and facilities, and sustainable land use and transportation policies. The Committee is dedicated to encouraging and supporting transportation alternatives to the automobile, and to promoting these options among Town residents and Town officials.

The Public Transportation and Bicycle Committee held monthly meetings throughout fiscal year 2004 and Committee members spent their time and energies on a large variety of projects and topics. During the year, the Committee had an active Bicycle Subcommittee, and a representative on the Disability Access Advisory Committee. In addition, Public Transportation and Bicycle Committee members attended a number of Select Board meetings and a variety of meetings of other Town committees when issues important to the Public Transportation and Bicycle Committee were being discussed. These committees included the Public Works Committee, the Town Commercial Relations Committee, and the Comprehensive Planning Committee.

### **Bus Services**

As in years past, discussions of bus service in Amherst and potential service cuts were a major focus for the Public Transportation and Bicycle Committee in FY 04. For another year, the Massachusetts legislature continued to underfund the Regional Transit Authorities within the Commonwealth, creating major financial difficulties for the Pioneer Valley Transit Authority (PVRTA) and other regional transit agencies. For FY 04, the state again funded PVRTA and other transit agencies in the state at the FY 01 funding level. Since costs increased significantly from 2001 to 2004, this funding shortfall has led the PVRTA both to cut services and raise fares.

### **Bus service cuts**

In the Amherst area, the main routes slated for service cuts in FY 05 were three of Amherst's four Town-sponsored routes, which cover the Gatehouse Road, the West Street/Bay Road, and the Pine Street areas (the fourth Amherst-sponsored route, the Amity Shuttle, faced no service cuts). Due to its continuing funding difficulties, the PVRTA decided to discontinue its financial support for these routes completely, beginning in FY 05. Because of budget constraints, the PVRTA has been forced to cut service for a number of its routes, including those in the Springfield and Holyoke areas which have very high levels of ridership, and the PVRTA determined it could no longer justify contributing to Amherst Town routes which had modest numbers of riders and, in some cases, showed declining ridership patterns.

In FY 04, as in previous years, the Town of Amherst was responsible for paying approximately 30 percent of the cost of running the Town routes. Because of the PVRTA's decision to drop its funding for the Gatehouse Road, West Street/Bay Road, and Pine Street routes, the Town of Amherst will have to pay 100 percent of continued outreach route costs in FY 05 and beyond. The Town of Amherst is committed to supporting public transit services; the Finance Director and Town Manager worked with UMass Transit and the Public Transportation and Bicycle Committee to continue service to these areas, to meet the needs of residents who rely on public



transportation. A "pretzel route," an economical combining of the three former outreach loops but leaving out the Bay Road extension, with four runs each day, was devised by UMass Transit and approved by the Select Board for FY 05.

Another route slated for cuts in FY 05 was the M40 bus, known as the Minuteman Express, which runs between Haigis Mall on the UMass campus and Smith College. The Minuteman Express was originally established to assist commuters during the Coolidge Bridge construction; with the Coolidge Bridge project now completed, funding was cut. Five College Inc. worked with UMass Transit and the PVTa to help save this service, and agreed to increase its contribution for the service substantially. As a result, the Minuteman Express bus was saved for FY 05. However, the number of runs was cut to eight per weekday, with a focus on providing morning and late-afternoon/early evening commuter service. There is no longer midday or evening runs of this bus. Also, funding has not yet been secured for the Minuteman Express route beyond FY 05.

#### Paratransit and van service

Amherst continued to have paratransit and van service for disabled Amherst residents and the elderly, and the service continued to be very popular. Ridership figures for the service were just slightly lower than the year before. The paratransit and van service is provided by Hulmes Transportation for the PVTa. This year, the Amherst Senior Center also obtained its own van, which can be used for scheduled shopping trips and other Senior Center outings.

#### Fare system

Beginning in FY 04, a fare system was introduced for bus and van transit in Amherst. The fares on the fixed-route buses apply to all riders who are not students or employees of the University of Massachusetts or the other area colleges (Hampshire College, Amherst College, Smith College, and Mount Holyoke College). The bus fare is 90 cents per ride, with discounted daily, weekly, and monthly passes also available. Children under age 6 ride the bus for free, and seniors and disabled riders are entitled to a 50 percent discount. The fare is on an honor system; there is no fare box on UMass Transit buses. Riders subject to the fare are expected to purchase bus tickets in advance of riding the bus. Tickets can be bought at Amherst Town Hall and the UMass Transit offices.

It is not clear how much of an impact the new fare system has had on ridership, but there remains some confusion about the new system. Since the new fare does not involve fare box collection when riders get on the bus, many riders appear still not to be aware that the new system is in place. More publicity needs to be done about the fare policy. In addition, Town officials have been discussing the possibility of having annual passes or family passes for the bus system that the Town could subsidize. The details, including the cost of such passes, have not yet been worked out.

#### Funding.

Funding for bus and van services continues to be an issue, and it is clear that a dedicated state source of funding for transit is needed. A positive development in the state's funding and support for transit services is that the Regional Transit Authorities (RTAs), including the PVTa, are expected to be switched over to a forward-funding mechanism in the near future. This will help the transit authorities plan for services more effectively, and will eliminate the interest charges that accrue under the current back-funding system.

Another possible option to improve funding for transit services in Massachusetts is to dedicate a portion of the state sales tax to the Regional Transit Authorities (the regional transit providers, except for the MBTA, which has a unique status). Currently, the MBTA is funded largely through the state sales tax. The state sales tax rate is currently 5 percent; and one-fifth of the sales tax (1 cent of each \$1 taxed) is dedicated to supporting the MBTA. The PVTA's Administrator, Gary Shepard, and area legislators have lobbied for the regional transit authorities, including the PVTA, to receive this portion of the sales tax for their own services. Otherwise, the sales tax paid by Western Massachusetts residents is helping the MBTA, but not the transit services in our own region. Predictably, the MBTA strongly opposes the efforts of the PVTA to gain this portion of the sales tax; and it is not clear if these efforts will be successful.

#### Links to other bus systems.

The Franklin Regional Transit Authority (FRTA) runs a route between Greenfield and Northampton and has extended two southbound and two northbound runs each weekday into Sunderland, where riders can connect to UMass Transit buses to Amherst and other locations. There have also been limited discussions about improving connections between FRTA and UMass Transit routes in Deerfield, in southern Franklin County. One option could be to adjust the times of the routes to facilitate better transfers between the two systems. These discussions are likely to continue in the coming year.

#### Alternatives for serving Amherst outreach areas.

With the current low level of transit service to the Amherst outreach areas (Gatehouse Road, Pine Street, West Street), it is likely that ridership levels in those areas could continue to fall. The Public Transportation and Bicycle Committee is interested in exploring alternative options for providing transit access to residents in these areas. Options could include some type of flexible, demand-response service, or a fixed-flexible combination service with a core fixed route, but with deviation to additional locations upon demand. Flexible transit routes have been implemented in Easthampton and in the Athol-Orange area.

#### Extending bus service on Route 9.

With all the new commercial development along Route 9 in Hadley, there has been considerable interest in expanding bus service to better serve existing and new stores in the Mountain Farms shopping plaza west of Walmart, and the planned Home Depot and Lowes shopping areas. Committee members support expanding transit in these areas and will be participating in discussions involving potential new bus stops in these locations as appropriate.

#### Bike racks on buses.

In FY 04, as in previous years, the bike racks were removed from UMass Transit buses during the winter. The bike racks provide an important option for bus riders who don't live near a bus stop, or who seek to combine bus and bike transportation for certain trips, such as shopping, or when the weather is difficult to bike in. The Public Transportation and Bicycle Committee will be working with UMass Transit again on this issue this year; it has been suggested that UMass Transit could be open to the idea of keeping bike racks on the buses year-round.

#### **Bicycle Facilities and Planning**

The Bicycle Subcommittee met during the year with the Superintendent of Public Works, Guilford Mooring and other Town staff, to discuss intersection reconstruction and new bicycle facilities, to reiterate past concerns about bicycle accommodations, and to prioritize future projects.

### Bicycle lanes

A key focus of the Bicycle Subcommittee was the creation and marking of bicycle lanes in appropriate locations. Sometimes bicycle lane painting or repainting has been delayed because of planned or ongoing reconstruction or repaving projects. Since these types of projects are virtually continual, the Public Transportation Committee feels it is important that the bicycle lane markings and re-markings not be delayed because of other construction, and be given a higher priority.

The Bicycle Subcommittee worked with Mr. Mooring to develop guidelines for bicycle lane markings in areas with and without on-street parking. One concern was that in areas with on-street parking, it is essential that the bicycle lanes be wide enough to accommodate a door zone to protect cyclists from car doors that could open as they are riding by. Bicycle lane guidelines were approved by the Select Board during the summer of 2003, and bicycle lanes were marked during the following spring. On North Pleasant Street, extra width was left to help protect cyclists from car doors. The guidelines approved by the Select Board call for 11-foot car travel lanes, at least 3-4 foot bike travel lanes when there is no on-street parking, and at least 5-6 foot wide bike travel lanes when there is. In addition, when there is on-street parking, there should be a 1-2 foot door zone whenever possible.

Currently, the only marked bike lanes are in the center of town. Given the timeline worked out by the Department of Public Works and the Public Transportation Committee at meetings over the past few years, several other roads should have marked bikes lanes by now. These roads include East Hadley Road, East Pleasant Street, North Pleasant Street north of Eastman Lane, Main Street east of the railroad tracks, Amity Street below Lincoln Avenue, and perhaps North East Street.

Some specific bike lane and repaving issues of concern to the Public Transportation Committee and Bicycle Subcommittee include the following:

- reducing speed limits to 35MPH on North East Street and East Pleasant Street so that bicycle lanes can be fully marked with logos and arrows. The Select Board and the state would need to give approval for this
- repaving projects on North Pleasant Street and East Pleasant Street should include bicycle lanes
- problems with bicycle accommodations at the Amity Street and Main Street intersection; the center lines and detectors need to be moved to allow room for bicycle lanes
- readjusting the bicycle lanes at the Route 9-Route 116 intersection in the center of town to make them safer. Also, the bicycle lane traveling south past the Peter Pan Bus office should not go to the curb side as it approaches Route 9
- re-marking the bicycle lane in front of Bertucci's Restaurant. Currently the bike lane leads straight into the grass and a curb
- the recent East Pleasant Street repaving provided more width, but the white line was painted much too close to the road edge (the travel lane measured 13.5 feet in some spots with little room for the bicycle lane). The contractor has painted these white lines black; but new lines still haven't been added

- the North Pleasant Street repaving left several pinch points in the bicycle lane and new curbing which create dangerous situations for bicycles.

#### Bicycle route signage

During the year, the Committee continued its work to improve bicycle facility signage in Amherst. The Committee asked again for the removal of the outdated “Bike Route” signs along the South Pleasant Street and West Street sidewalks; the Committee has recommended their removal for at least the past three years. The Committee also encouraged the Town to remove the confusing new “Bikes stop on line for red” signs at some of the newly constructed intersections downtown. The Committee also advocated for the installation of “Share the Road” signs on the major roadway corridors into Amherst, if signs are still available from the Pioneer Valley Planning Commission.

#### Roadside maintenance and sand removal

Van Kaynor, a member of the Bicycle Subcommittee, prepared a letter for residents discussing the dangers of sweeping sand onto the road shoulder at the end of winter. This letter was then distributed to homes where sand was swept into the roadway to alert homeowners to the dangers of this practice, and to ask for their assistance in keeping the streets safe for cyclists.

#### Outreach

A breakfast for bicycle commuters was held on the Amherst Common during the annual Pioneer Valley Bike Commute Week (May 16-21). The breakfast was attended by a number of Committee members, Town staff, and a member of Select Board. Prior to Bike Commute Week, the Select Board passed a resolution supporting it and Amherst Bicycle Commute Day.

#### **Pedestrian Facilities and Planning**

Key activities undertaken during the year to support walking and the upgrading of the Town’s pedestrian facilities included the following:

##### Town pedestrian infrastructure map

A milestone event was the creation, by the Town Engineer at Committee request, of a first version of a Town Pedestrian Infrastructure Map. This infrastructure map is intended to present off-road facilities that are available for pedestrian use (hiking trails and bicycle paths) as well as the sidewalks that run alongside roads. Initial contacts have been made with the Conservation Department, with the idea that decisions about where to locate future trails could take into consideration what contribution they might make to the total Town pedestrian facilities network. Improving the Pedestrian Infrastructure Map and further developing relationships with the Conservation Department, which will shortly have new leadership, will be important tasks for the coming year.

##### Sidewalk snow plowing

This year the Department of Public Works (DPW) revisited its policy on plowing sidewalks in town, and consulted the Public Transportation Committee in doing so. In accordance with the Select Board policy, the DPW is only required to plow the sidewalks in front of Town-owned properties. However, the DPW has typically also plowed some additional sidewalks downtown and in the neighborhoods as time and budget allowed. Superintendent of Public Works Mooring recommended changing the DPW’s sidewalk plowing policy. The three primary options under consideration were (1) to plow only the sidewalks adjacent to Town-owned properties; (2) to

plow all the sidewalks in town; or (3) to continue, with some variation, the previous intermediate approach of plowing the sidewalks for Town-owned properties and an additional limited set of sidewalks, focusing on sidewalks in and near the downtown, and along primary pedestrian corridors. The Select Board adopted the third approach. However, controversy developed over this new policy, as some sidewalks that had been previously plowed by the DPW no longer were, and some residents complained, as they did not feel it was fair that some formerly-plowed sidewalks in front of private properties would continue to be plowed but not others. There was also concern about the difficulties disabled and elderly residents could have keeping their sidewalks clear. The Select Board is expected to review the sidewalk plowing policy, and consider further revisions during the coming fiscal year.

#### Pavement Management System

The Public Transportation Committee began to learn about the Pavement Management System that the Department of Public Works has been developing. Pavement Management System refers both to a strategy of engineering good practice for maintaining pavement (including sidewalks) in good condition, and to the software through which the strategy is implemented - keeping track of the condition of segments of pavement, taking account of maintenance history and usage data, and presenting a plan for maintenance over coming years. Data for the Pavement Management System is currently being collected; and the Public Works Department hopes to make the System fully operational within the next few years.

#### Subdivision sidewalk regulations

During a developer presentation to the Committee of a proposal to provide access to the Norwottuck Rail Trail from a new subdivision, the developer offered a suggestion that, in situations where the Planning Board might otherwise grant a waiver of the obligation to build subdivision sidewalks, a fee in lieu of sidewalk construction might be assessed instead, with proceeds made available for sidewalk construction elsewhere. The Planning Board, which has the power to amend the Town's Subdivision Regulations, has been approached about this matter, both directly and through the Planning Department. Planning Board action is anticipated.

#### Other activities

As in other years, the Public Transportation Committee from time to time met with Town staff and reviewed plans for construction projects that included sidewalks or crosswalks. Additionally, the Committee reviewed, and often took positions on, Town Meeting warrant articles that had pedestrian elements.

#### Developing a transportation or comprehensive plan

There have been discussions about the idea of having the Town of Amherst establish a Town transportation plan, or a comprehensive plan with a transportation component. Either type of plan would include an inventory and assessment of the current transportation infrastructure, and recommendations for future transportation facilities and improvements. Either type of plan would consider facilities for pedestrians, bicycles, bus and van service, and private motorized vehicles, and the ways in which the disparate pieces of the current transportation system could better link together. The Public Transportation Committee feels that a multi-modal, sustainable approach to transportation planning and investment is essential, and welcomes the opportunity to work with Town staff on better preparing for Amherst's future transportation needs.

## **Committee Membership**

### **Members:**

Tracy Zafian, Chair (April-June 2004)

Karen Jones, Chair (July 2003-April 2004, resigned from the committee)

Richard Alcorn, Molly Falsetti-Yu, Van Kaynor, Frank Wells, Ted White, Walter Wolnik

Eli Cooper (on leave for FY 04)

Alex von Braun (resigned)

### Staff Liaisons

John Clobridge (resigned April 2004)

### Select Board Liaisons

Anne Awad, Robie Hubley

### Associate Members and Staff Participants

Margie Springer-Young, resident and former committee member

Al Byam, UMass Transit; Glenn Barrington, UMass Transit; Lorna Peterson, Five College Inc.;

Guilford Mooring, Amherst Public Works Department; Jonathan Tucker, Amherst Planning

Department; Niels la Cour, Amherst Planning Department

**DEPARTMENT OF PUBLIC WORKS**

This has been another good year for the DPW. The year began with another full construction season that covered the major divisions of the DPW and continued with a decent New England winter: Twenty-seven storms dropped a total of 45.772 inches of snow, as measured at the Town's Waste Water Pollution Control Plant down in the valley – a full twenty-six inches less than last year. Snow removal cost an average of \$3505 per inch this year. The winter was shaping up to be a very good snow maker but then faded in the final stretch to give a cool spring that led into another busy construction year.

The 2003-2004 construction season started with the largest paving contract in several years, as All States Asphalt and Warner Bros. Inc. paved 7.9 miles of roadways. DPW crews then completed the Sweetser Park sidewalk project and were able to start the College Street sidewalk and drainage project. The Contractor on Chapel and Mechanic Streets finished that sewer extension project before July 1. And in April and May of 2004, installation of the Pomeroy and West Street Traffic light by DPW forces and Pireria Construction Inc was completed. This was the first time Town forces had accomplished such a task.

The Town also completed the capping of Cell 3 of the landfill. With this project complete, the Town is no longer in the landfill business and now operates a transfer station at the old landfill site.

In addition to our construction work, the DPW continued its efforts to support the Town's goal of reducing our impact on the environment. The Water and Waste Water divisions continued to upgrade their infrastructure. The Department completed its first full year of using Bio-diesel fuel in its diesel vehicles. The DPW fleet is now 42 % alternative-fueled. There are 3 electric GEM cars, one propane vehicle and 26 Bio-diesel-fueled vehicles.

The DPW has also spent the year reinforcing our relationship with other Town departments and the Schools. By combining the paving of the Middle School parking lot and the Fort River Elementary School parking lot and paved playing areas into the Town's annual resurfacing contract, the schools were able to save money and tap into the DPW outside expertise. The DPW also provided construction support to the Fort River PTO in the addition of new playing areas and basketball courts.

As funds continue to become tight and prices rise, the DPW will continue to look for ways to conserve Town resources and build and enhance the relationships between the DPW and the rest of the Town, while improving our response to the community.

Guilford B. Mooring II, P.E.  
Superintendent of Public Works

## **CONSTRUCTION AND MAINTENANCE**

The personnel of the Highway Division completed the following projects during FY 04:

### **HIGHWAY RESURFACING:**

The following streets and roads were resurfaced, shimmed or reclaimed this year between July 2003 and November 2003, for a total of 7.9 miles. The shaded streets were paved as part of the Middle Street sewer extension project, partly supported by Chapter 90 funds. The DPW also reclaimed and resurfaced the Middle School parking lot and the Fort River school parking lot, and paved playing areas. Doing this work under one contract saved the Town, Town schools and Regional schools money and time.

#### **Reclamation 3''**

			<b>Length (ft)</b>	<b>Width (ft)</b>
Gatehouse Rd.	Entire		1730	32
Leverett Rd.	Entire		4600	23
Sherman Ln.	Entire		1545	30
Emily Ln.	Entire		1337	25
Eastman Ln.			200	31
E.Pleasant St.			1200	28
W. Pomeroy Ln.	Farmington	Town Line	1855	21
Snell St.	Entire		4007	24
Middle St.	Bay Rd.	Pomeroy	7700	21
Cranberry Ln.	Entire		645	27

#### **Shim and Overlay 3''**

Plumtrees Rd.	Rt. 63	Town Line	529	14
Elm St.	Entire		485	21
Potwine Ln.	Middle	Soccer Flds.	3590	20
Powine Ln. Ext.	Entire		670	20
Meadow St	Town Line	Russelville	3100	24
North Pleasant	Eastman In	2000 ft North	2000	24

#### **Overlay 2''**

Hallock St.	Entire		624	22
N. Prospect St.	Entire		1215	21
Pomeroy Ln.	116	Carriage	1565	24
Woodside Ave.	Entire		220	25
S. Orchard Dr.	Entire		1200	29
Barry Ln.	Entire		435	26
Blossom Ln.	Entire		660	33
Sherry Cir.	Entire		665	26
Mattoon	Entire		200	24



## **STORM DRAINAGE PROJECTS**

The College Street drainage and sidewalk project began this year and will continue into FY 05.

## **TRANSPORTATION IMPROVEMENT PROGRAM (T.I.P.)**

The only TIP project completed this year was the

Reconstruction of the College Street and South Pleasant Street (Route 9/Route 116)

There are no other TIP projects under construction or in planning.

## **OTHER PROJECTS:**

1. repaired Groff Park drainage
2. completed the Main Street/Lessey Street & Churchill project Phase II
3. installed a new traffic signal at the Pomeroy and Route 116 intersection
4. constructed new roll-off storage area for the transfer station
5. raised and reset granite curb on Hallock Street
6. demolished old Recreation Division shed next to the High School
7. provided construction support to the Fort River School PTO to add new equipment and repaint basketball courts
8. rebuilt sewer access at Boulders.

## **SANITARY SEWER DIVISION**

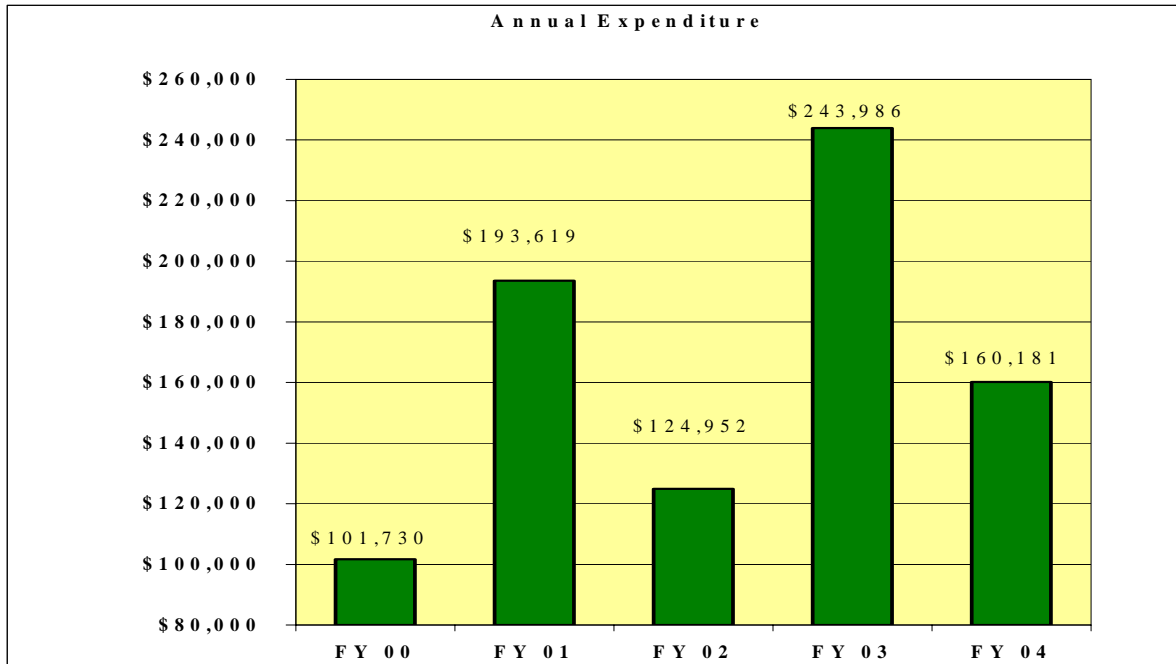
### **SEWER MAINTENANCE**

Investigated **47** sanitary sewer complaints and corrected **10 stoppages** in the collection system. Approximately 20 miles of sewer mains were cleaned and flushed. Problematic sewer locations are flushed and cleaned on a quarterly basis. The DPW, in conjunction with Dukes Inc., chemically treated 3000 feet of sewer line for root intrusion.

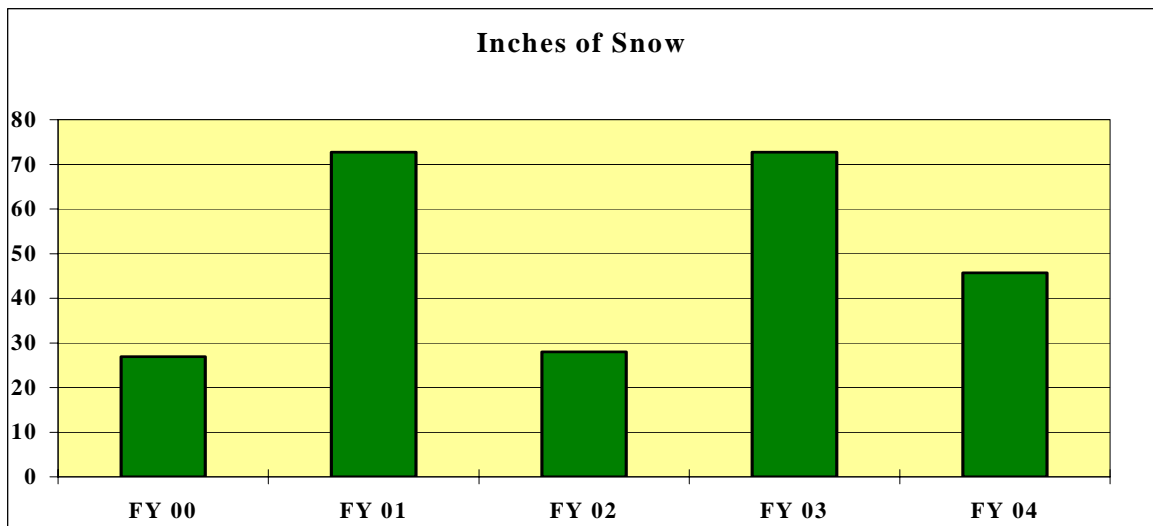
### **SEWER REPAIR**

NAME	PIPE SIZE	LENGTH	TYPE	REMARKS
Mountain View Drive Line	8"	500'	SDR	New Sewer

## **SNOW AND ICE REMOVAL**



There were 27 snow and ice storms, with a total of 45.7 inches of snow.  
3,299 tons of sand was used. 1463.28 tons of salt was used.  
10,301 gallons of Ice Band Magic were used on the roadways and sidewalks.



Year	Cost	Snow (inches)	No. of Storms
<b>FY 00</b>	\$101,730	26.9	10
<b>FY 01</b>	\$193,619	72.7	21*
<b>FY 02</b>	\$124,952	28.0	17**
<b>FY 03</b>	\$243,986	72.7	39***
<b>FY 04</b>	\$160,181	45.7	27

\*10 additional snow/ice events of less than 1" occurred, which required sanding operations only.

\*\*3 storms with no accumulation

\*\*\*7 additional snow/ice events of less than 1" occurred, which required sanding operations only.

## **TREE AND CEMETERY DIVISION**

The Tree Division removed a total of 114 street trees during the past year. Trees removed were: 2 silver maple, 12 red maple, 48 sugar maple, 14 American elm, 9 white ash, 1 cottonwood, 5 white birch clumps, 3 yews, 4 cherry, 3 elm, 1 cedar, 1 hemlock, 1 spruce, 1 poplar, 3 white pine, 1 Norway maple, 2 flowering crab, 1 pin oak, 1 arbor vitae and 1 weeping cherry.

During FY 04, 10 trees were planted.

No tree stumps were removed in FY 04.

In addition to tree-care responsibilities, this department, consisting of three full-time employees and one part-time summer employee, is also responsible for care and maintenance, including burials, at the West, North and South Cemeteries.

### **Burials in FY 04**

West Cemetery	0
North Cemetery	11
South Cemetery	9

## **PARKS DIVISION**

The Parks Division of five full-time employees and two part-time summer staff continue the day-to-day maintenance of our parks and commons, together with the maintenance of twenty-three softball, baseball, football, lacrosse and soccer fields and many multi-purpose areas. This year the Parks Division consolidated its work areas by officially taking over pool maintenance for the two outside pools and 3 wading pools, became the primary maintenance force for the parking garage and the downtown area and consolidated the field maintenance and lining activities of Town Departments.

As I mentioned in previous reports, continued heavy use of all our fields and facilities requires increased maintenance, due to continued wear and tear, and major renovations will undoubtedly be required at some of our facilities in the very near future. To facilitate the proper planning of this work, an existing-facility study was conducted of Town and School recreation areas.

## **WATER TREATMENT & DISTRIBUTION**

**Water Consumption:** The average daily water consumption for FY 04 was 3.66 million gallons; on the peak day, May 15, 2004, it was 4.773 million gallons. The total FY 04 rainfall was 51.41 inches, well above the 42- inch annual average. Reservoir levels were higher than normal and irrigation activities were very limited and did not have their usual impact on summer consumption.

The figures below summarize the amount of water pumped, the revenue generated and the chemicals used to treat the water. Chlorine and ammonia are used for disinfection. Potassium permanganate is used for iron and manganese removal at Well #4. Polymer is used for water treatment at the Atkins and Centennial water treatment plants. Fluoride is added at a level of 1 part per million to reduce tooth decay, and sodium hydroxide is used to elevate the pH of the water for corrosion control.

### **Water Services**

	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<b>New services installed</b>	52	26	42
<b>Total water services</b>	6,243	6,269	6,301
<b># Meters Replaced</b>	164	229	285

### **Chemical Usage - All Sites**

<b>Chlorine (lbs.)</b>	14,618	15,998	16,439
<b>Sodium Hydroxide (Gals)</b>	16,509	16,735	16,990
<b>Polymer (gals)</b>	2,830	2,463	2,425
<b>Potassium Permanganate (lbs.)</b>	589	1,029	503
<b>Ammonia (lbs.)</b>	2,996	3,444	3,748
<b>Sodium Fluoride (lbs.)</b>	23,525	23,185	22,395

### **Monthly Pumping in Million Gallons**

<b>Month</b>	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<b>July</b>	114.714	123.894	122.854
<b>August</b>	130.526	123.977	109.941
<b>September</b>	127.739	124.138	120.953
<b>October</b>	123.709	117.570	118.100
<b>November</b>	107.669	109.672	107.239
<b>December</b>	103.200	102.175	102.492
<b>January</b>	89.980	95.161	96.615
<b>February</b>	104.158	109.458	112.699
<b>March</b>	106.148	112.257	110.154
<b>April</b>	113.910	114.008	114.466
<b>May</b>	116.228	117.837	117.530
<b>June</b>	99.891	97.613	102.725
<b>Total</b>	<b>1,337.87</b>	<b>1,347.76</b>	<b>1,335.77</b>
<b>Daily Average</b>	3.66	3.69	3.66
<b>Maximum Daily</b>	4.89 (9/05/01)	5.14 (8/14/02)	4.773 (5/15/04)
<b>Minimum Daily</b>	2.32 (12/26/01)	2.355 (12/26/02)	2.007 (12/26/03)

### Monthly Pumping in Million Gallons

	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<b>Wells #1 &amp; #2</b>	223	197	152
<b>Well #3</b>	382	341	394
<b>Well #4</b>	73	118	55
<b>Well #5</b>	46	34	10
<b>Pelham Reservoirs</b>	295	259	305
<b>Atkins Reservoir</b>	319	396	416
<b>Total Water Pumped</b>	1,338	1,347	1,335
<b>Average Daily (millions)</b>	3.66	3.69	3.66

### Water Consumed – Cubic Feet

	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<b>UMass</b>	60,074,000	57,884,900	59,227,600
<b>Amherst College</b>	5,171,000	4,720,400	5,298,200
<b>Hampshire College</b>	2,372,600	2,478,800	2,642,000
<b>Town</b>	79,602,400	91,705,600	68,919,900
<b>Municipal</b>	1,335,800	1,356,300	1,160,300
<b>Special Water Readings</b>	324,900	1,659,300	272,200
<b>Other</b>	339,700	329,900	290,800
<b>Un-metered Use</b>	4,451,870	5,000,000	5,000,000
<b>Adjustments</b>	(94,000)	(182,900)	(339,200)
<b>Total Metered (ft<sup>3</sup>)</b>	153,766,270	159,952,300	143,150,200
<b>Total Metered (million gals.)</b>	1,115	1,200	1,071
<b>% Unaccounted</b>	16.6%	10.5%	19.8%

### Total Revenue – Dollars

		<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<b>UMass</b>	Water	\$1,109,294	\$1,064,359	\$1,300,790
	Sewer	\$1,020,517	\$986,480	\$1,026,973
<b>Amherst College</b>	Water	\$96,995	\$88,252	\$114,786
	Sewer	\$92,143	\$92,112	\$103,391
<b>Hampshire College</b>	Water	\$44,885	\$46,774	\$57,835
	Sewer	\$42,794	\$48,356	\$51,539
<b>Town</b>	Water	\$1,418,333	\$1,629,715	\$1,427,760
	Sewer	\$1,245,538	\$1,560,742	\$1,236,499
<b>Municipal</b>	Water	\$27,053	\$27,575	\$27,599
	Sewer	\$24,065	\$26,184	\$22,450
<b>Special Reading</b>	Water & Sewer	\$13,814	\$60,208	\$19,725
<b>Adjustments</b>	Water & Sewer	(\$13,737)	(\$25,926)	(\$12,877)
<b>Other</b>	Water & Sewer	\$12,430	\$12,549	\$11,443
<b>Total Revenue</b>		\$5,134,124	\$5,617,380	\$5,387,913

**WATER QUALITY DATA:**

**Bacterial Samples:** Bimonthly samples were analyzed from 27 sites around town. All samples were negative for coliform bacteria.

**Fluoride:** Fluoride was added to all sources at a level of 1.0 ppm to prevent tooth decay.

**Treatment Plant Performance:** Both the Atkins (Shutesbury) and Centennial (Pelham) Water Treatment plants produced water that meet the requirements set by the Environmental Protection Agency (EPA). The average turbidity from Atkins was 0.11 N.T.U. and from Centennial 0.09 N.T.U. The EPA requires that these readings be less than 0.3 N.T.U. in 95% of the samples. Total Trihalomethanes, a byproduct of chlorine disinfection, averaged 30.7 ppb from quarterly sampling at eight different sites around town. The EPA limit is 80 ppb. Haloacetic acids, another byproduct of chlorine disinfection, were also analyzed quarterly at 8 different locations; the average value was 36.1 ppm, well below the EPA limit of 60 ppm.

**Water Rate:** The water rates for FY 04 are listed below.

0 – 10,000 Cu. Ft.	\$2.00
10,001 – 100,000 Cu. Ft	\$2.10
100,001 Cu. Ft.	\$2.20

**Cross-Connection Program:** The cross-connection program was established in 1989 under Massachusetts Drinking Water Regulation 310 CMR 22.22 to prevent cross contamination of the water supply with hazardous substances. Water Department staff tests these devices twice annually.

Total Backflow Devices

	FY 02	FY 03	FY 04
Town	49	51	55
UMass	353	357	361
Amherst College	55	77	94
Hampshire College	24	26	25
Commercial	74	99	109
Total	555	610	644

**Chemical Analysis:** The following water analyses were run in FY 04; all levels of substance in the water were below the Maximum Contaminant Level set by the Safe Drinking Water Act.

- Inorganic Compounds – annually at all sources
- Total Trihalomethanes – quarterly distribution system samples at 8 locations
- Haloacetic Acids – quarterly distribution system samples at 8 locations
- Fluoride – daily at all sources
- Synthetic Organic Compounds – 3/4/03 at all sources

## OTHER ACTIVITIES

- A. **Well #3 Modifications:** Work was completed on this project by Davenport Construction of Greenfield, Massachusetts at a cost of \$273,510. The new pump, motor, and variable frequency drive allow more water to be withdrawn from the well. The emergency generator will provide full capacity operation of the well when normal power is interrupted.
- B. **Vulnerability Assessment:** This study was done by Tighe & Bond Consulting Engineers of Westfield, Massachusetts. It assessed security issues at all water facilities and included recommendations to improve security to prevent vandalism and protect against other potential threats. The cost of the study was \$9,500. The Town is fortunate to have multiple water supplies and facilities, so that failure of a single source would not shut down the water system.
- C. **Centennial Water Treatment Plant Study:** Tighe & Bond Consulting Engineers of Westfield, Massachusetts was contracted to perform a technical evaluation and recommend options for upgrading the water treatment plant. The facility is now over 20 years old and needs to be evaluated for improvement or replacement. Recent changes to the Safe Drinking Water Act have mandated improvements in treated water quality which might be difficult to meet with existing technology.
- D. **Well #1 & #2 Improvements:** Tighe & Bond acted as the Town's consultant to prepare plans and specifications for two contracts associated with improvements to Wells #1 & #2. The first contract was awarded to R.E. Chapman Company of West Boylston, Massachusetts for \$54,220. This will include a new pump, motor and chemical cleaning of Well #1. The work will be completed in the fall of 2004.

A second contract was awarded to C.D. Davenport of Greenfield, Massachusetts to replace underground piping and move the existing chemical-feed building at a cost of \$310,254. This work is being done to modernize facilities and to provide a safer working environment for employees. Work is expected to be completed by January of 2005.

Town forces contributed a considerable amount of work to this project to lower its cost. The installation of the new electrical service, switchgear, variable frequency drive, underground conduits, and wiring of the building was done by DPW staff. Because of the energy savings realized by this project, Northeast Utilities will also contribute about \$26,000 in incentives.

- E. **North Pleasant Street Area Water Main Improvements:** Tighe & Bond acted as the Town's consultant in this project, which involved cleaning and cement lining of a total of approximately 9,600 linear feet of 8" diameter cast iron water main on North Pleasant Street from Eastman Lane to Pine Street, Sunderland Road from Pine Street to Cows Road and Cows Road. The project was successfully completed in the fall of 2003 by Biszko Contracting Company of Fall River, Massachusetts, at a final cost of \$542,421.82. Water quality and the volume of water available for fire fighting have greatly improved in the areas affected by this project.



**F. Massachusetts Department of Environmental Protection Grant:** Work on this grant for \$48,000 continued in FY 04.

1. The Hitchcock Center for the Environment developed and began teaching a groundwater protection education module for the Amherst and Pelham Elementary Schools. This program will be offered to all elementary schools and will include a plexiglass cross-sectional soil profile to visually demonstrate the pathways by which contaminants from industry and the home get into the drinking water.
2. Two additional sampling wells were dug to improve our program to monitor any potential contaminants from the Old Landfill or other sources of contamination of the Lawrence Swamp Aquifer.
3. A water supply protection plan was developed by Tighe & Bond Consulting Engineers for the Pelham Reservoirs.
4. Mr. Lincoln Fish, Consulting Forester for Bay State Forestry Services, was contracted to develop a comprehensive forest and timber management plan for the forested watershed lands of the Pelham and Atkins reservoirs watersheds. This will incorporate the recently completed timber inventory and will propose a forest cutting plan for the future. This study will provide the Town with a forest management plan for optimizing timber value, wildlife habitat, aesthetic value and water quality.

**G. Geographic Information System (GIS):** Substantial progress was made on the Town's GIS system for utilization by water and sewer department personnel. A simplified computer browser has been set up to access important records and plans from the desktop computer as well as from lap top computers for field use. This has proven to be a very valuable tool for field utility workers who will no longer have to return to the DPW to access plans.

Robert E. Pariseau  
Director of Water Resources

## **WASTEWATER TREATMENT PLANT**

### **Flow Data**

The Wastewater Treatment Plant treated 1.65 billion gallons of wastewater in FY 04. The highest daily flowrate recorded was 15.1 million gallons on 9/23/03.

	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<i>Inches of Rainfall</i>	34.46	45.23	51.45
<b>Average Daily Flow In Million Gallons</b>	3.67	4.15	4.44
<b>Highest Day in Million Gallons</b>	10.1 (9/21/01)	11.0 (3/21/03 & 4/11/03)	15.1 (9/23/03)
<b>Chemicals Used</b>			
<b>Chlorine (lbs.)</b>	13,656	12,775	11,840
<b>Polymer (lbs.)</b>	3,092	2,963	2,687
<b>Potassium Permanganate (lbs.)</b>	5,335	3,795	2,475

Chlorine is used to disinfect the wastewater prior to discharge into the Connecticut River. Polymer is used to thicken sludge as part of the disposal process. Potassium permanganate is used for odor control.

### **Treatment Efficiency**

The water that is discharged into the Connecticut River is tested in our treatment plant laboratory. Many process control tests are performed to optimize treatment and produce the best quality effluent possible. The Environmental Protection Agency (EPA) and Massachusetts Department of Environmental Protection (DEP) monitor our activities and measure our effectiveness by the parameters listed below. No violations of our EPA discharge permit occurred in FY 04.

<b>Parameter</b>	<b>EPA Limit</b>	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<b>Biochemical Oxygen Demand (mg/L)</b>	30	14.7	12.8	13.1
<b>Total Suspended Solids (mg/L)</b>	30	4.3	3.5	3.7
<b>Chlorination (mg/L)</b>	1.0	0.55	0.55	0.47

### **Septage Received**

The treatment plant receives septage from residential septic tanks pumped from the towns of Amherst, Pelham and Shutesbury. Below is a summary of the number of septic tanks (usually 1000 gallons) that were pumped.

	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<i>Amherst</i>	185	136	132
<b>Pelham</b>	61	48	58
<b>Shutesbury</b>	86	67	85
<b>Total</b>	332	251	275

### **Sludge Data**

Sludge is the residual organic material left after the wastewater is treated. We currently thicken these solids on-site, and Casella Waste Management is under contract to deliver the liquid sludge to an EPA-approved sludge incinerator. Sludge in FY 04 was transported to three incineration facilities: Fitchburg, MA; Millbury, MA; Cromwell, CT and to the solid waste incinerator in Springfield, MA.

<b>Sludge Data</b>	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
<b>Total Gallons (transported)</b>	3,515,265	3,638,000	3,711,200
<b>Total Dry Tons</b>	1,040	1,100	1,080
<b>% Solids</b>	7.1%	7.3%	7.0%

<b>Month</b>	<b>Total Gallons</b>	<b>Ave. % Solids</b>	<b>Total Dry Tons</b>	<b>Dry Tons Per Day</b>
<b>July</b>	216,000	7.2	64.7	2.1
<b>August</b>	233,500	7.0	68.4	2.2
<b>September</b>	349,000	7.1	104.0	3.5
<b>October</b>	395,500	7.3	120.0	3.9
<b>November</b>	341,000	6.9	97.5	3.3
<b>December</b>	318,500	7.1	94.9	3.1
<b>January</b>	193,900	7.3	58.7	1.9
<b>February</b>	373,800	6.5	102.0	3.5
<b>March</b>	364,000	7.0	106.0	3.4
<b>April</b>	395,500	7.0	115.0	3.8
<b>May</b>	314,500	6.8	88.6	2.9
<b>June</b>	216,000	6.8	61.2	2.0
<b>Total</b>	3,711,200		1,081.0	
<b>Average</b>	309,270	7.0	90.1	3.0

## Power Consumption

	FY 02	FY 03	FY 04
<i>Avg. kWh/month</i>	104,533	108,558	96,577
<b>Avg. kW Demand</b>	224	227	230

### Facilities Improvements:

**Northeast Utilities Energy Saving Projects:** In FY 04 the following projects were completed at the wastewater treatment plant, totally funded by Northeast Utilities.

1. **New Aerator Motors:** Three new 40-horsepower, premium-efficient motors were installed on the aeration tanks
2. Three heat pumps were installed at the plant to replace existing electric space heaters. These units will extract heat from the plant effluent and provide a more energy efficient heat source for the plant.

### The following construction projects were done by the treatment plant staff:

- A. Primary Sludge Pumps:** The two original primary skimming pumps, grinders, controls and piping were replaced.
- B. Stanley Street Pumping Station Controls:** Plant staff replaced one 100hp pump and motor, installed two variable frequency drives and a programmable logic computer to control the total operation of the pumping station.
- C. Dog Pound:** A new dog pound was erected by a contractor at the treatment plant in the spring of FY 04. The building was just a shell, and DPW employees did most of the interior design, wiring, carpentry, heating, ventilation, painting and landscaping to turn the building into usable space.

**Construction and Engineering Projects:** Camp Dresser and McKee of Boston, Massachusetts provided consulting services to the Town for the following projects:

- A. Sewer Master Plan:** In January of 2004 a draft plan was submitted to the Town. The document investigates all unsewered areas of town and develops a priority and need assessment for sewer extensions in the future. The draft study will be reviewed by the appropriate Town officials in FY 05.
1. **Chapel Road, Southeast and Mechanic Street Sewer:** Approximately 6,400 feet of polyvinyl chloride (PVC) sewer, force main and one pumping station were installed in FY 04. Sanitary sewers (4,000 feet) were installed on Chapel Road and Mechanic Street, a pumping station was installed at the intersection of Mechanic Street and Southeast Street, and 2,400 feet of 6 inch force main was installed to pump the wastewater northerly to the last existing manhole. Borges Construction of Ludlow, Massachusetts was awarded the contract for \$665,133.25 in September of 2003. The work was completed in the summer of 2004 and residents were allowed to connect after 7/1/2004.

2. **Primary Clarifier Drives:** In November of 2004, a contract was awarded to Nuwater, Inc. of Seekonk, Massachusetts for the replacement of three clarifier gear box drives on the existing treatment units. The project cost was \$118,200 and the work was completed in June of 2004.
- B. **Final Clarifier Drain Valves:** Waterline Industries of Seabrook, New Hampshire installed three 12-inch eccentric plug valves on the clarifier drains serving final clarifier 2 and 3. The project cost was \$185,485; it was completed in the summer of 2004. The project was very difficult because the valves were located about 25 feet deep, in a narrow space between the two clarifiers, and the 36" reinforced concrete effluent pipeline was located directly over the valves.
- C. **Kendrick Park Area Sewer:** Caracas Construction of Ludlow, Massachusetts completed the installation of approximately 2,200 linear feet of 8", 10" and 12" diameter polyvinyl chloride and ductile iron sewer. This project eliminated sections of aging and maintenance-intensive sewers on Pray Street, McClellan Street, Beston Street, North Pleasant Street and East Pleasant Street. The project cost was \$200,950, and the work was completed in September of 2003.
- D. **Amherst College and Main Street Sewer Rehabilitation:** This contract includes the rehabilitation of approximately 3,000 linear feet of 12" and 2,000 linear feet of 8" vitrified clay and transite pipe using a cured-in-place liner. The contract price was \$238,091.28 and was awarded to Insituform Technologies, Inc. of Charlton, Massachusetts. The rehabilitation involved by-pass pumping of the wastewater, cleaning of the existing pipe, pulling a new internal liner into the existing pipeline, and curing the liner to form a continuous leak-proof insert in the old pipe. Amherst College contributed 50% of the cost of the sewer replacement that went through the campus. The project was completed in September of 2003.

Robert E. Pariseau  
Director of Water Resources

## **SOLID WASTE & RECYCLING**

Fiscal Year 2004

Change was the recurring theme for FY 04 for the solid waste and recycling programs. A number of improvements were made at the Transfer Station and Recycling Center to make the Transfer Station an easier, cleaner, and more pleasant place for residents to recycle and dispose of solid waste.

With the capping of the last cell of the sanitary landfill came the installation of a flare to burn off methane gas generated by the decomposing organic matter. Litter, noise and odor complaints have greatly decreased and the bulk of the sea gull population has left for areas with better food supplies. Newly planted grass growing on the cap of the landfill provided a significant improvement to its appearance and a big reduction in dust. Roll-off containers now stand in a paved pit in the center of the yard, making it easier for our customers to dump their solid waste materials into them. Transfer Station staff more easily hook up filled roll-offs for transportation to the Northampton landfill. The former tack room for the Police Department horses is the new scale house office.

The new scale house provides an office for the transfer station staff to check loads, accept disposal fees, and sell “dump” stickers, recycling bins, and composters. Residents have been enthusiastic about being able to pay disposal fees at the transfer station when they drop materials off, instead of having to make a separate trip to the DPW office. The computerized database and scale allows customers to be “weighed in and out” and generates receipts. The Recycling Coordinator completes the required reports and organizes food waste composting by Amherst schools and special events such as Household Hazardous Waste Days and Paint Collections.

Curbside pickup of trash and recyclables continues to be provided by private trash haulers. This fiscal year, almost five hundred households received variances to Pay as You Throw (PAYT), which allow them to use pre-paid bags for their trash and bring their recycling and trash directly to the Transfer Station. Information about Amherst’s trash and recycling, including the curbside pickup calendar and PAYT can now be found at the new Town of Amherst website: [www.amherstma.gov/](http://www.amherstma.gov/), under Town Departments, DPW and pages under Recycling. Additional information about Amherst trash and recycling policies can be found on [www.Earth911.org](http://www.Earth911.org). The Earth Machine and the New Age composters, recycling bins and kitchen counter pails are all available at the transfer station. Rain barrels to capture roof rain runoff have been available to Town residents through special promotions from the New England Rain Barrel Company in conjunction with the annual Earth Day celebrations.

The Recycling Center supports fifteen recycling programs that divert materials from disposal in a landfill. Clothing (Goodwill), rechargeable batteries, waste oil, mixed containers, mixed paper, leaves and Christmas trees are all accepted at no charge. The Take-It-or-Leave-It and Book Shed areas are very popular, with considerable flow of incoming and outflowing materials and books. A steadfast group of volunteers is dedicated to sorting, displaying items and assisting staff in educating the public about the appropriate materials for these areas. Transfer Station staff greatly appreciate the considerable work that these volunteers contribute to the maintenance and upkeep of these areas.

Fluorescent lamps of all shapes and sizes, brush, electronics, household solid waste, construction and demolition waste, scrap metal, household hazardous waste, paint, tires, appliances and

propane tanks are all accepted for recycling and disposal after payment of fees. The programs listed below show types and amounts of materials recycled from FY 02 through FY 04.

	<b>FY 02</b>	<b>FY 03</b>	<b>FY 04</b>
Chipped Brush/Leaves (tons)	536	310	397
Electronics (tons)	12.4	12	16.93
Scrap Metal (tons)	292	176	193.78
HHW in household equivalents	145	216	210
Paint (gallons)	945	1,301	996
Tires (count)	556	410	636
Appliances	600	557	543
Propane Tanks	98	190	220

**ANNUAL REPORT OF THE AMHERST SCHOOLS**  
Fiscal Year 2004

***Amherst School Committee***

Elaine Brighty, Chair

Tony Rogers, Vice-Chair      term ended on March 30, 2004

Alisa Brewer, Secretary      Vice-Chair as of April, 2004

Barbara Love      term ended on March 30, 2004

Vladimir Morales

Andrew Churchill      newly elected on March 30, 2004, Secretary as of April, 2004

Tom Flittie      newly elected on March 30, 2004

The Amherst School Committee is an elected body responsible for the public education of all children in kindergarten through grade six and of pre-school children with substantial special needs in our community. The Committee meets regularly on the third Tuesday of each month and welcomes citizen participation at each meeting. The members of this committee also serve as Amherst's members of the Regional School Committee which has responsibility for the educational programs for children in grades seven through twelve.

**STUDENT ENROLLMENT**

Student enrollment as of October 1, 2003 was:

<u>GRADE</u>	<u>STUDENTS</u>
Pre K	62
K	178
1	210
2	192
3	203
4	208
5	220
6	<u>205</u>
TOTAL	1,478

Enrollment for 2003-2004 decreased by 56 students compared to the previous year. Eighteen children from Amherst attended other school districts under the School Choice program.

Primary goals for the Amherst Schools are as follows:

1. developing and maintaining an up-to-date, innovative, multicultural, academically challenging curriculum that promotes high standards and success for all students
2. providing creative, multi-faceted instruction that maintains high standards, engages all students, and enables all students to be successful learners
3. making all students feel fully welcome and a part of our schools, regardless of race, class, gender, language, religion, sexuality, culture, academic success, or physical abilities
4. eliminating the achievement gap among students from different racial, cultural, and socioeconomic backgrounds
5. addressing the demands and opportunities facing our schools as a result of the rapid growth in the use of technology throughout our society



6. increasing communication and collaboration among the district's stakeholders – students, parents, teachers, staff, administrators, and the larger community – and using parents and the community more effectively as educational resources
7. hiring and retaining a high quality teaching and administrative staff
8. equipping and maintaining school buildings to provide healthy, accessible, modern learning environments that support the achievement of our mission
9. sustaining a physically and emotionally safe environment in our schools for students and staff.

## **HIGHLIGHTS OF THE YEAR**

This was the first year of leadership by Superintendent Dr. Jere Hochman. The Superintendent concentrated on learning about our district and its students, identifying what is working well and how to build on district strengths. Principal activities during the 2003-2004 school year included the following:

- On September 29, Dr. Hochman facilitated a World Café, bringing together over 200 school and community individuals interested in equity and social justice issues.
- Due to the unusually wet weather conditions during the summer of 2003, mold issues appeared at Wildwood School, which required significant remediation. Much of the clean-up work was performed by district custodial and maintenance staff. Some of the work was outsourced. Town funds were used to offset the unexpected cost to the schools of the required cleanup.
- Significant effort was focused on implementing a structured English immersion program for fall, as required by passage of the UNZ referendum in November 2002. The changes required (a) a full immersion program in kindergarten, supported by bilingual paraprofessionals in target languages (Spanish and Chinese) and immersion teachers; (b) intensive pullout instruction for 90-120 minutes for Beginners in Grades 1-6, with smaller amounts for Intermediate and Advanced English Language Learners; and (c) classroom teachers, with in-class support from immersion teachers and/or LAU tutors, to be the primary teachers of children in Mathematics, Science, Social Studies, and Health. Significant staff training was conducted by Debbie Zacarian, Director of the English Language Learner's Program.
- A group was formed in the fall to conduct a feasibility study for the implementation of a dual-language program. Work on the possibility of providing such a program will continue during the 2004-2005 school year.
- A mid-cycle review of the Special Education program in Amherst and Region was conducted in September 2003. While there were many positive remarks in the report, the investigator found that the district needs to be more consistent in the use of certain forms and more thorough in the documentation of procedures. Corrective action has been taken to remedy the situation.

- MCAS scores for spring 2003 were slightly lower than the prior year, particularly in Grade 4 math. Scores for Amherst students, however, were higher than the state average. Student scores on the Terra Nova test, which is administered to third and sixth graders, showed improvement in almost every area.
- Chartwells, a food services management company, completed their first year providing food services for all district schools. A Food Services Advisory Committee met throughout the year to guide the work of Chartwells, including providing advice about student nutrition awareness. Lunch prices remain unchanged.
- A subcommittee of teachers and administrators met during the year to develop guiding principles for professional development which contribute to the learning of all students. The principles include those that are results-oriented and transformative, collaborative and collegial, those which connect current theory to practice, are responsive to students' ever-changing needs, are sustained, continuous, and ongoing and those which are designed to promote active learning.
- Based on the five core propositions identified by the National Board for Professional Teaching Standards and the Framework for Professional Practice, a team of teachers and administrators developed draft teaching standards for the district. The standards are intended to guide teaching as well as professional and personal relationships with students, colleagues, and the community at large. The domains of teaching addressed by these standards are Planning and Preparation, Classroom Environment, Instruction, and Professional Responsibilities.
- An FY 05 budget which represented a 4.84% increase over FY 04 was approved by Town Meeting. It included about \$160,000 diverted from capital funds and was supported by an override in the amount of \$2,000,000 in the spring. Even so, significant cuts had to be made to the budget including reductions to the Hitchcock Center, supplies, equipment, library paraprofessionals and other staffing, the Homework Club, staff development, and after-school programming.
- It is expected that Fort River and Wildwood Schools will be renovated within the next few years. A comprehensive plan is being developed for each of the schools.
- Nick Yaffe was appointed permanent principal of Mark's Meadow School. Karen Lowe was appointed Interim Principal of Wildwood School for the 2004-2005 school year.
- Two members of the School Committee, Elaine Brighty and Alisa Brewer, served on the Amherst Joint Capital Planning Committee.

**ANNUAL REPORT OF THE AMHERST-PELHAM REGIONAL SCHOOLS**  
Fiscal Year 2004

Amherst-Pelham Regional School Committee

Barbara Love, Chairperson (Amherst) term completed March 30, 2004  
Marianne Jorgensen, Vice-Chairperson (Shutesbury)  
Chairperson, as of March 30, 2004  
Elaine Brighty, Secretary (Amherst), Vice-Chairperson March 30, 2004  
Alisa Brewer (Amherst)  
James Duda (Pelham)  
Michael Hussin (Pelham)  
Michael Katz (Leverett) Secretary, March 30, 2004  
Vladimir Morales (Amherst)  
Tony Rogers (Amherst) term completed March 30, 2004  
Andrew Churchill elected March 30, 2004  
Tom Flittie elected March 30, 2004

The Regional School Committee represents the four communities that comprise the Amherst-Pelham Regional School District: Amherst, Pelham, Leverett, and Shutesbury. It is responsible for the direction and support of the educational programs for students in Grades 7 through 12 from each of these towns. Committee meetings are open to the public, except for executive sessions as prescribed by law, and are held regularly on the second and fourth Tuesday evenings of each month. Opportunity is available at every meeting for public participation.

Dr. Jere Hochman completed his first full year as Superintendent of Schools. Dr. Hochman began his work by articulating that all district work must be centered on students and their relationship with teachers, with a goal to have high achievement, a sense of belonging and community.

## **STUDENTS**

The enrollment in the Regional Middle and Senior High Schools has stabilized over the past few years, as projected. Enrollments on October 1 over the last several years were as follows:

1994-1995 – 1722  
1995-1996 – 1769  
1996-1997 – 1907  
1997-1998 – 1937  
1998-1999 – 2007  
1999-2000 – 2017  
2000-2001 – 2044  
2001-2002 – 2068  
2002-2003 – 2032

2003-2004

Grade	Amherst	Pelham	Leverett	Shutesbury	Wards	Tuition	Total
7	239	20	22	28	4	14	327
8	216	27	28	36	-	30	337
9	286	21	24	30	-	17	378
10	223	28	18	33	1	17	320
11	265	21	18	27	2	16	349
12	260	10	22	20	2	18	332
<b>TOTALS</b>	<b>1,489</b>	<b>127</b>	<b>132</b>	<b>174</b>	<b>9</b>	<b>112</b>	<b>2,043</b>

In addition, 43 Regional students were enrolled in Vocational Schools as of October 1, 2003. Fourteen students attended other school districts under the state's School Choice Program, and 44 students were enrolled at charter schools. Tuition for district students to attend these schools is paid by the Regional School District.

There were 314 students from Amherst who graduated with the class of 2004.

## PROGRAM HIGHLIGHTS

Amherst-Pelham Regional High School is a four-year comprehensive school and is accredited by the New England Association of Schools and Colleges. The student body of the High School and Middle School is culturally diverse, with a population that includes 72% Caucasian, 10% African-American, 9% Asian, 7% Hispanic and 1% Native American, and includes native speakers of 24 languages. Masters or doctoral degrees are held by 89% of the faculty.

The instructional program, developed by teachers in all areas of the curriculum, reflects the overall philosophy and goals of education established by the School Committee. An appropriate range of support services remains in place to help students achieve their highest possible potential. Included among these programs are Guidance, Health Services, Special Education, and English Language Learners Program.

The students in the Regional schools work hard and excel. For the 2003-2004 school year, in a class of 332 students, 30 high school students received National Merit Commendations and 3 were National Merit Scholarship semifinalists who received Certificates of Merit. Ninety-three percent of our students will pursue higher education at colleges and universities across the nation after graduation from the Amherst Regional High School. Nationally normed standardized testing results reflect that, overall, our students score significantly above grade level in all areas tested. Students consistently enroll in courses beyond the standard graduation requirements.

Primary goals for the Regional Schools are as follows:

1. developing and maintaining an up-to-date, innovative, multicultural, academically challenging curriculum that promotes high standards and success for all students
2. providing creative, multi-faceted instruction that maintains high standards, engages all students, and enables all students to be successful learners

3. making all students feel fully welcome and a part of our schools, regardless of race, class, gender, language, religion, sexuality, culture, academic success, or physical abilities
4. eliminating the achievement gap among students from different racial, cultural, and socio-economic backgrounds
5. addressing the demands and opportunities facing our schools as a result of the rapid growth in the use of technology throughout our society
6. increasing communication and collaboration among the district's stakeholders – students, parents, teachers, staff, administrators, and the larger community – and using parents and the community more effectively as educational resources
7. hiring and retaining a high quality teaching and administrative staff
8. equipping and maintaining school buildings to provide healthy, accessible, modern learning environments that support the achievement of our mission
9. sustaining a physically and emotionally safe environment in our schools for students and staff.

There were several matters to which the Regional School Committee and the Superintendent gave considerable attention:

- Superintendent Hochman conducted a “World Café” event in the fall of 2003. Funded through National Evaluation Systems, the purpose of the event was to bring together school and community members interested in equity and social justice issues to assist the district in bringing more focus to the Becoming A Multicultural School System initiative. One outcome of the event was the establishment of a Town BAMSS Committee to extend the work of the schools into the entire community.
- Significant effort focused on implementing a structured English immersion program, as required by passage of the UNZ referendum in November 2002. Significant staff training was conducted by Debbie Zacarian, Director of the English Language Learner's Program.
- A group was formed in the fall to conduct a feasibility study for the implementation of a dual-language program. Work on the possibility of providing such a program will continue during the 2004-2005 school year.
- A safety and security committee was convened to work on discipline, response, prevention and safety issues in the district.
- Renovations to the middle school were completed in the fall of 2003. The renovation project addressed electrical, heating and ventilation issues in the building.
- A mid-cycle review of the Special Education program in Amherst and Region was conducted in September 2003. While there were many positive remarks in the report, the investigator found that the district needs to be more consistent in the use of certain forms and more thorough in its documentation of procedures. Corrective action has been taken to remedy the situation. Special Education Director, Maria Geryk, began to explore ways in which to consider the disproportionality of students of color in the program.

Members of all four towns met with school administration in preparation for the FY 05 budget cycle. Dr. Hochman worked with the school committee on developing budget

standards, priorities, and goals. Concurrently, there were serious concerns about local, state and federal funding. The Regional Agreement was amended for the second year in a row, so as to equalize assessments for all four towns (with Amherst again contributing a larger share than would have been the case without the amendment). Nevertheless, and in spite of an Amherst override in the amount of \$2,000,000 that was ultimately supported by the smaller towns in the Region there were significant cuts to the Regional Schools budget.

- In the fall, test scores were released from the spring 2003 administration of the Massachusetts Comprehensive Assessment System (MCAS) test. Three-year comparisons of school performance results show that the students in our district perform at levels higher than the state averages. At the tenth grade level, the percent of students scoring in the warning category continues to diminish. The work of aligning district curriculum, as appropriate, continues, as does the examination of the effectiveness of MCAS tutorial classes, after-school programs and summer school courses.
- A subcommittee of teachers and administrators met during the year to develop guiding principles for professional development, which contribute to the learning of all students. The principles include those that are results-oriented and transformative, collaborative and collegial, those which connect current theory to practice, are responsive to students' ever-changing needs, are sustained, continuous, and ongoing and those which are designed to promote active learning.
- Based on the five core propositions identified by the National Board for Professional Teaching Standards and the Framework for Professional Practice, a team of teachers and administrators developed draft teaching standards for the district. The standards are intended to guide teaching as well as professional and personal relationships with students, colleagues, and the community at large. The domains of teaching addressed by these standards are Planning and Preparation, Classroom Environment, Instruction, and Professional Responsibilities.
- A United States History grant, generated through the Donohue Institute at the University of Massachusetts, provided \$864,000 in professional development funds for area teachers in the study of the US Constitution and the Bill of Rights.
- In February, high school students performed "The Vagina Monologues" as a non-school sponsored event, which generated significant controversy, along with local and national publicity for the school district. Participation in the project and attendance was optional, and students under 18 were required to have parental permission to perform and/or attend the event. To support the event, a week-long series of workshops was held with students, which focused on gender and abuse issues.
- While plans were made to replace the high school roof, a project expected to cost \$750,000 to \$1,000,000, Requests for Proposals (RFPs) received were much higher than expected. It was, therefore, decided to wait until fall 2003 to proceed with the project.

- A new high school principal, Mark Jackson, was hired to head Amherst-Pelham Regional High School. Mark had served as a secondary principal in New Jersey for eight years.
- The High School Parent Center continued the Study Circle initiative, which studies the responsiveness of our district to all learners, along with issues of racism, classism, power, and inequity. Plans were made to institute a “First Day” program, which brings school families and community members together to celebrate the first day of school each year.

**SENIOR CENTER/COA**  
Fiscal Year 2004

**SENIOR CENTER**

**Staffing Changes/Reductions**

This has been an extraordinarily difficult year for our Senior Center for a variety of reasons. Three long-time staff had major health problems, we had several retirements, and there have been budget cuts. All of this has resulted in major staffing reductions. At the beginning of FY 04 we had nine workers: an Executive Director, a Program Director, two Social Workers (one worked three days a week and one worked five days a week but had other non-Senior Center responsibilities), one eight-hour-a-week grant-funded Nurse, one Secretary who worked full-time (in spite of a 50% budget cut to her position), one Administrative Assistant working 30 hours a week (but with major Town-wide scheduling responsibilities in addition to her Senior Center work), one lunch site manager and one half-time Green Thumb worker.

Three people took early retirement in December, our Green Thumb worker moved out of state, and our Executive Director retired in April. We have hired one full-time Administrative Assistant, who started in February. Presently, the Program Director is also serving as Interim Director, we have a four-day-a-week Social Worker, a part-time meal site manager, our eight-hour-a-week Nurse and an Administrative Assistant. We have five people doing the work formerly done by nine, and only one of us is 100% funded by the Town to be working entirely on Senior Center responsibilities. The Town Manager is about to hire a consultant to look at our community center (which houses all the Town human service departments) to see if a reorganization of some sort is a good idea or not. This process will be completed by the end of next June; so we are in a holding pattern until then. To get through the vacations and rough spots, the Town Manager has allowed us to set up an Extra Help line item, with some of our unused personnel money, to hire temporary part-time assistance on an “as-needed” basis.

**Office Organization Work**

A tremendous amount of our time has been, and continues to be, expended on creating and revising systems for grant writing and reporting, collecting statistics, training our nine-member COA (four out of nine started on July 1), creating a working filing system, and working towards finding legitimate dedicated funding for the current staff. Training manuals and information that all our COA members had been working with was at least a decade old and very limited.

**Volunteer Notes of Interest**

Our Senior Center continues to be a major training site for area college students. We had 45 working with us this year doing things such as home meal deliveries, working in our congregate lunch program, friendly visiting, helping with errands and grocery shopping, recreation program assistance, reading to visually impaired persons, telephone reception, setting up bookkeeping systems and entering data (two boys received the Chancellor’s Award for this), as well as general administrative work.



Amherst continues to be an outstanding caring community and our staff just couldn't manage to run such an active program without its community volunteers – this year we have 128 (45 students plus 83 others)!

### **Transportation Challenges**

Beginning in July 2003, our local transit authority increased its charges to Pioneer Valley users of its van and bus systems because of budget cuts. Prior to this, Amherst seniors and disabled persons had been riding at no charge because UMass student fees made the 5-College bus system free for all. After July 1, 2003, the “dial-a-ride” door-to-door van service available to elderly and disabled (a companion equal-access program linked to the local bus routes) began charging \$2 for each one-way ride. Area buses also began charging non-students.

To mitigate the devastating impact of this sudden new expense for Amherst van riders, Town Meeting appropriated \$15,000 to buy books of 20 tickets @ \$30 each and then resold them to van riders at \$20 each. They are sold through our Senior Center and also at Town Hall. Additional subsidies can be made available to augment that because of a \$3,000 grant from a local bank and a compassionate Town policy of discretion applied by our staff case by case. The impact of van ticket sales on our staff has been tremendous. In FY 04 \$23,919.20 was collected from ticket sales. A great deal of staff time daily is taken up with this. We anticipate further cuts, and even a rumored elimination of the door-to-door service in FY 06.

### **New 20-Passenger Van**

The Amherst Senior Center/COA was awarded a grant from EOTC this year which paid for 80% of a new 20-passenger lift-equipped van. Our Senior Trust (a 501-C3), together with the help of the Town, raised the 20% basic van purchase local share and also \$10,845 for amenities, such as high back seats and foot rests. We are in the process of fundraising to cover van overhead. We have received almost \$5,000 in donations for personnel and other vehicle expenses so far, but we are finding that start-up costs will use up about \$2,000 of that. There is no money budgeted by the Town for this new van program; so progress in getting it on the road on a regular basis is slow.

Since receiving the van this spring, we have been able to reinstate some of our trips for which not enough people had signed up to justify the trip in a motorcoach. (This has been a big problem for our Senior Travel Club since 9-11.) Our goal is to provide lots of interesting low-cost and occasionally free group trips. We want to bring elders to participate in the Governor's Walking Program, attend workshops at the local hospital like “Better Breathers,” and take out our visually impaired and other area special needs groups to places and events of interest.

### **Food Programs Expanding**

The Senior Center's ability to assist folks struggling to make ends meet grew substantially this year in the area of food. In calculating our FY 04 annual report for the Executive Office of Elder Affairs, we estimate that all our free meal programs combined delivered \$122,650 worth of food to the needy. This assistance to strained budgets hit hard by increases in the cost of transportation, medicine and housing, has made a huge difference in people's lives.

Last November, in a joint effort with us, the Amherst Survival Center expanded their monthly food box program to include four distribution sites for elders, including Ann Whalen Apartments Clark House, Chestnut Court Apartments and the Bangs Community Center. A total of 298 boxes of food were delivered to low income-qualified applicants, who each place personal orders in advance for what they need. Items include canned vegetables and fruits, cereals, pasta and rice, frozen meat, personal needs items, sauces, soups, beans and dessert mixes.

The participation of merchants in our Wednesday program of free bread and baked goods expanded from Big Y and Henion Bakery to include Trader Joe's. What is exciting is that periodically Trader Joe's sends produce along with the bread and baked goods. The result is that the number of elders participating in the program has increased by about 50%.

Our Senior Center home-delivered meals programs sent out 16,685 meals to 102 elders on six delivery routes Mondays through Fridays. We know that this support has made it possible for many, many elders to remain in their homes, in spite of failing health, as it is not only providing nourishment but a daily well-being check. Our congregate lunch program served 5,933 meals and also continues to expand, thanks to our exceptional nutrition-site coordinator, although we too are following the national trend of greatest growth in home deliveries.

### **Congregate Housing Program Winding Down**

Another change this past fiscal year was the decision to not reapply for grant money for the Congregate Housing Program at the Jean Elder House in Amherst and the Joan Tobin Congregate Apartments in Florence. The census at both sites continued to be very low and there have not been any new applications, or interest, during the past two fiscal years. Three of the six apartments at the Jean Elder House and one of the two at Joan Tobin have been leased to private, not-for-profit human service agencies as supervised apartments for people with developmental disabilities or head injuries. The residents at both sites are very independent, with only one of the six receiving services. Furthermore, the Amherst Housing Authority decided not to consider the Jean Elder House congregate housing, and when the Senior Center's Social Worker/Congregate Coordinator became the only social worker at the end of December, there was not any time to visit either site. Consequently, after many discussions, we decided that ethically we could not reapply for the money.

### **Nursing Center**

Established in 1998, the Nursing Center at the Amherst Senior Center continues to grow. It provides no-fee healthcare services for older adults with a mission of "helping seniors help themselves stay healthy." Monies from donations support the services rendered. The Nursing Center delivers quality preventative healthcare services that are usually not covered by Medicare or other insurers. Each individual is viewed as an active participant in the healthcare process, and the focus is on the individual's potential. The Nursing Center is open eight hours per week and is staffed by a nationally certified Advanced Practice Nurse. In this role, the APN neither determines medical diagnoses nor does he/she prescribe medications.

**Respectfully submitted by Nancy Hirsh Pagano, Interim Director**

## AMHERST COUNCIL ON AGING

The FY 04 year began with a new organizational structure – a steering committee, or, as we decided to call it, a Leadership Team. This was an idea suggested by the nominating committee when no one was willing to take the position of chair or secretary of the Council on Aging. The Leadership Team was made up of three Council members: Jean Haggerty, Henry Peirce and Sara Wolff, and three staff members: Barbara Slovin, who was succeeded by Maura Plante; Nancy Pagano, and John Clobridge. This team held a regular agenda planning meeting each month, two weeks before the scheduled Council meeting. This worked well in several ways: Having time for staff and Council members to discuss problems resulted in Council members being better informed; it made for better organized meetings; and it made for a good working relationship between staff members and Council on Aging members. As the year progressed, we got feedback that this structure, as well as having co-leaders, Jean Haggerty and Sara Wolff take turns chairing meetings, made for a positive atmosphere which encouraged participation and exchange of ideas, and resulted in a smoother functioning and more effective Council.

It is also significant that we had a retreat on November 6, 2003. David Stevens, of the Massachusetts Council on Aging, and a colleague of John Clobridge, was facilitator. Agenda items were suggested by both staff and Council members. Council members wanted to know more about the nuts and bolts of how the Senior Center was funded and operated, with particular concern about staffing shortages and the role of the Director. The Town Manager attended and spoke about the fiscal crisis and how it might affect the Senior Center. His presence was important and affirming, as he clearly listened and participated. Priorities and goals for the year was the agenda item which received least attention, but the retreat ended with requests for future retreats and with the promise that the co-leaders would follow up with the Town Manager to advocate on behalf of the staff, who were feeling overwhelmed. In the following months, the co-leaders felt the Town Manager was responsive when they expressed their concerns about the Senior Center.

The history of the Senior Trust was discussed at several meetings, and questions were raised about its current role in view of the budget crisis. Distinguishing between what the Town should be responsible for and what the Trust should pay for will be the subject of on-going discussion.

Even though there was no formal discussion at the Retreat about goals and priorities, it quickly became apparent that transportation and fundraising were priorities. The COA made a statement at PVTA public hearings and sent letters to the chair of the Transportation Committee and to the Governor. We were fortunate to have Al Byam as a member of the Council to keep us informed and up-to-date. He also suggested having an adjunct fundraising group and informally chaired a brainstorming session on how this might work.

It was a year of activism, much of it done by Jean Haggerty, who represented the Council at Town Meeting on many occasions. She also served as the link between the Council and the Massachusetts Senior Action Council and Stavros, traveling to Worcester and to Boston to represent elder causes, such as funding for PCAs (Personal Care Attendants), repeal of Medicare bills, housing and transportation. She spoke about transportation needs and the elderly at the 15<sup>th</sup> Annual Eldercare Conference sponsored by the Massachusetts Public Health Association, the Department of Public Health, the Western Massachusetts Association of Councils on Aging, and the Western Region Aging Service, held at the Mount Marie Conference Center on May 12<sup>th</sup>, 2004. She and Sara Wolff attended sessions on Elder Affairs and on Transportation at Stan

Rosenberg's 2004 Municipal Conference. Sara Wolff continued meeting with the committee that had been advisory to the Nursing Center, hoping to find ways of expanding health services to the elderly. She and Jean Haggerty will follow up on the idea of having the Ann Whalen House become a faculty practice site for the UMass School of Nursing. Liz Massey and Elsie Fetterman represented our Council at meetings of Highland Valley Elder Services. Hank Peirce, Frank Lattuca and Janice Denton worked tirelessly on formulating a letter to the business and professional communities requesting funds for upkeep for our new van. They sent out approximately seven hundred letters, and then sent thank-you letters to all who responded. Hank has stayed actively involved with TRIAD, making sure that street names and addresses are visible in emergency calls. Janice has spent many volunteer hours at the Senior Center answering phones at the hostess desk and helping out with special events and calls for the Senior Travel Club. The Council was involved in many celebrations. There was great excitement when the much anticipated new van arrived. The celebration included State Representative Ellen Story and State Senator Stan Rosenberg, who were instrumental in our getting the van. Ferne Finger and Nancy Pagano were praised for their persistence in pursuing the van, grant writing, and nailing down all of the details. The van was also the focus of a "VanGo" raffle and a fundraising letter. There were two retirement parties, with the most elaborate one, a dinner at the Bangs Community Center for family and friends of Barbara Slovin, Barbara Taylor, and Maureen Vanhoutte. This was a real community effort with all preparation, food, decorations, clean-up done by our own chef and work crew. Our local officials also participated in this celebration.

There was very much the feeling of the end of an era with the retirement of people who had been an important part of the Senior Center for so long. This was heightened when shortly after the first retirement party, John Clobridge, who had been Director of the Council on Aging for 23 years, announced that he also had decided to leave. The second party, a reception attended by many members of the community, celebrated the contributions he had made over the years.

For the coming year it is clear that we must be more visible in the community: by having representatives at Town Meeting, by having our Select Board liaison, Gerry Weiss, become involved, by establishing a "Friends of the Senior Center" group to do public relations and fundraising, by doing outreach, and by having articles in the newspaper. We must be more knowledgeable about how our Area Agency on Aging, Highland Valley Elder Services, Inc. can assist us both in terms of services and grants. Finally, we must continue advocacy for adequate Public Transportation and for Town funding for a full-time Social Worker, a Program Director, an Administrative Assistant, and a Director of the Senior Center.

Respectfully submitted, Sara Wolff and Jean Haggerty, Co-Chairs

## **TOWN MEETING IMPROVEMENTS COMMITTEE**

Fiscal Year 2004

Under Article 8 of the 2003 Annual Town Meeting, on April 30th, it was voted: "that the town authorize the Moderator to appoint a Town Meeting Improvements Committee consisting of 9 registered voters, at least 5 of which shall be elected from different precincts of the town, to recommend to the Fall 2003 Town Meeting such additions and/or changes in by-laws and other governing acts, rules and regulations as to improve Town Meeting." On its final day of existence – June 30, 2004 – the Town Meeting Improvements Committee issued the following final report:

The Town Meeting Improvements Committee identified several key goals during our work:

- shorten Town Meeting
- increase accountability
- make membership in Town Meeting possible for a wider range of people
- increase communication between town government and citizens
- increase the education of Town Meeting members about issues, about the operations of Town Meeting, and about town government in general.

Town Meeting has instituted changes that we believe can help meet these goals, including:

1. creation of an elected Coordinating Committee to provide leadership and organization within Town Meeting
2. institution of a "Consent Calendar" to speed handling of Town Meeting articles that are unopposed
3. adoption of the use of green (yes) and red (no) cards in debate and in recorded tally votes
4. endorsement of further study of electronic voting in Town Meeting, a preliminary study of which we have now completed
5. reduction in the number of members required to conduct a tally vote and use of red & green cards during such tally votes
6. creation of a committee to investigate the possibility of creating a small fund to cover childcare (or other family care) costs for members of Town Meeting.

We believe that all of these changes will improve Town Meeting and that the creation of the Coordinating Committee is especially significant. We hope it will continue the educational efforts we began with this year's orientation and warrant review meeting. We believe it can provide leadership, outreach, and a way to seek further improvements in Town Meeting.

We support the moderator's efforts to ensure that debate remains focused and non-repetitive, because the success of Town Meeting ultimately depends on members themselves. Brevity, respect and self-restraint are all necessary to ensure that Town Meeting is effective, representative, and a rewarding experience for those who are elected.

Lyle A. McGeoch, Chair	Irving P. Rothberg, Co-chair	Alan Root, Secretary/Clerk
Frank M. Gatti	Kenneth R. Mosakowski	Jeanne F. Potash
Christopher E. Riddle	Jana L. Sorge	David Yaukey

## OFFICE OF THE TREASURER

Fiscal Year 2004

A total of \$377,609 was earned from investment interest, stock and mutual fund earnings in FY 04. These earnings are down approximately \$275,000 from the prior fiscal year. The General Fund received \$190,541, the Enterprise Funds received \$67,183, the Community Preservation Fund received \$1,650, the Stabilization Fund received \$96,957, the Health Insurance Fund received \$5,928, the Worker's Compensation Fund received \$2,823 and the Trust Funds received \$12,526. Municipalities are not allowed to invest for a period greater than one year. Interest rates hovered at historic lows in FY 04, ranging from an average of 0.99% in July 2003 to 1.03% in June 2004. Certificate of Deposit rates varied from 1.65% early in the year to 2.00% by June.

There were three borrowings during FY 04. A bond, in the amount of \$4,000,000, was issued in October 2003 for the Crocker Farm School Project and Chapel Hill Sewer Extension. This bond is for fifteen years, with the sewer portion retiring in ten years. The net interest rate on this bond is 3.37%. Also in October 2003 the remaining portion of Crocker Farm School Project temporary debt, in the amount of \$5,505,000, was renewed for one year at an interest rate of 1.04%. In April 2004, the Cherry Hill Golf Course clubhouse and irrigation loan was renewed at an interest rate of 1.35%. The amount borrowed for this project was \$57,000 after a paydown of \$57,000. The bond will be retired at maturity in April 2005.

The Treasurer's Office manages the tax titles for the Town. During August, the unpaid 2003 taxes were added to already established tax title accounts: 50 properties, totaling \$84,923. Twenty-one new properties were placed in tax title accounts during FY 04, totaling \$24,750. There were 24 properties removed from tax title accounts during the year. Payments totaled \$113,884. Additional interest collected totaled \$32,223.

The following revenues were collected through the Central Service Counter, with the help of the Collector's Staff:

Select Board	\$143,104	Rentals	\$ 34,542
Assessor's Office	21,768	Town Clerk	89,395
Zoning	2,371	Planning	8,645
Police	167,766	Fire, EMS, Dispatch	73,549
Inspections	478,479	Public Works	339,711
Health	101,907	Conservation	6,550
Library	102,771	Leisure Services	1,101,788
Cherry Hill Golf	220,156	Veterans	0
Animal Welfare	1,165		

In addition to these funds, the Treasurer's Office also processes receipts from various sources. State Aid receipts totaled \$12,241,789, General Fund revenues totaled \$151,563 and special County assessments totaled \$592,149. This office also processes all the revenue generated through the Collector's Office. In FY 04, the Collector's Office processed \$35,586,835 in receipts.

During FY 04, there were 6 taxpayers who took advantage of Clause 41A, which allows the elderly to defer payment of their real estate taxes. There are currently 5 properties with deferred taxes amounting to \$78,584. The interest rate on deferred tax is 8% until the property is sold or

the eligible taxpayer is deceased. The interest rate then increases to 16% until payment is received. One property was redeemed during FY 04, totaling \$9,108. The additional interest paid was \$3,744.

I want to thank staff and the citizens of Amherst for their warm welcome to me as I began my tenure in September 2004. I also want to thank retired Treasurer/Collector Norma Lynch for her years of outstanding service to the Town and her assistance in this transition. Lastly, I want to acknowledge Assistant Treasurer Cheri Boucher for her dedicated work with other Town departments and her unfailingly courteous and professional assistance to taxpayers and the general public.

Submitted by

John P. Musante  
Finance Director/Treasurer



## **VETERANS' SERVICES**

Fiscal Year 2004

### **VETERANS' BENEFITS**

The Department of Veterans' Services continues to offer assistance to veterans and their families through a number of federal and state programs. The state veterans' benefits program provides temporary assistance to veterans and their families who qualify to receive benefits and can show need. These benefits provide for medical care and cash for living expenses.

The Department of Veterans' Services will also aid veterans and their families in the filing of federal forms that are necessary for them to receive a wide range of benefits provided by the Veterans Administration. The Department now has access to many veteran-related internet sites and government agencies.

### **FISCAL YEAR 2004**

The Department of Veterans' Services has experienced an increase in cases because of several factors:

The veterans returning from Iraq and Afghanistan require assistance in seeking employment, educational opportunities, and assistance in making the transition to civilian life. While health care is not a major issue for them, we recommend they register with the VA hospital system to establish their eligibility for care in the future.

Health care for the Vietnam-era veterans is a major concern due to the aging of this group. Providing employment opportunities is challenging because of age and is time-consuming for the office and the veterans. Veterans seeking financial assistance are required to actively seek employment in order to maintain their eligibility.

The families of WWII veterans work with the office to arrange burial for their loved ones and to seek assistance with filing for survivor benefits. Obviously health care is also a major concern for these families and we try to provide the most up-to-date information available.

If you are a veteran or you have a friend or relative who has served in the armed forces, we are asking that they register with our office so that we can better serve their needs and are able to give them the latest and best information available.

Rod Raubeson  
Director of Veterans' Services

## **ZONING BOARD OF APPEALS**

Fiscal Year 2004

The Amherst Zoning Board of Appeals (ZBA) processed forty-eight (48) permit applications during FY 04. All of the applications were for Special Permits. Forty-three (43) of the Special Permit requests were granted with conditions, two (2) were denied and three (3) applications were withdrawn without prejudice. No appeals were filed during FY 04.

Five (5) of the FY 04 Special Permit applications were requests to construct or increase the number of dwelling units on properties. These permits resulted in a total of seven (7) new dwelling units, and the removal of seven (7) single-occupancy rooms. There was a single request to renew and modify a permit for an existing, previously permitted second (duplex) dwelling unit.

In addition, the ZBA approved five (5) new flag lots and renewed the permit for one (1) previously permitted flag lot.

As in the past, several restaurants filed requests for Special Permits. Nine (9) were granted, with conditions:

- Amherst Crepes – To open a crepe restaurant on North Pleasant Street.
- Daisy's – Under new management, to operate a restaurant serving beer and wine and to expand its hours of operation and add non-amplified live entertainment.
- Amherst Brewing Company – To renovate and expand The Upstairs at Amherst Brewing Company and to increase occupancy.
- Hari's Bistro – To add service of beer and wine and to expand hours of operation.
- H<sub>2</sub>O Bar-Restaurant – To operate a restaurant and bar serving beer and wine, with entertainment and dancing.
- Rao's Coffee Roasting – To expand an existing coffee shop into the adjacent space.
- Thai Corner – To add the service of beer and wine.

One restaurant's Special Permit was denied:

- Pruddy's – To operate a Class II restaurant or bar.

Other permits of general interest included:

- Greenleaves Retirement Community – To construct a 10-car parking garage and to modify other existing permits to allow an increase in the number of garden apartments and a decrease in the number of assisted-living and nursing units.

- Lane Quarry – To construct a new equipment storage garage.
- Louis Greenbaum – To renovate a garage on Grove Street to construct a recording studio.
- DB Mart – To operate the West Street store 24 hours a day.
- David – To operate a retail store, selling flower arrangements, antiques and garden furnishings.
- Boyden & Perron – To construct a new building on South Whitney Street to house equipment previously stored outdoors on-site.
- Newman Center – To construct an elevator on the exterior of the building, resulting in an increase in lot coverage on a non-conforming site.
- Pete Sylvan and Haim Shahr – To operate a store and a café at the site of the former Cushman Store.
- Cingular Wireless – To install six wireless communication antennae on the existing smokestack at the Amherst College power plant, and to construct a building to house associated equipment.

For the first four months of the fiscal year, following Linda Faye's resignation, Carolyn Holstein and Christine Brestrup shared the position of staff liaison for the Zoning Board of Appeals. For the remainder of the fiscal year, Christine Brestrup filled this position.

Marc Cohen and Zina Tillona were elected as Co-Chairs for the ZBA. Tom Simpson was elected as Clerk. Brenna Kucinski continued to serve as an alternate member and Ted Rising was appointed as a full member of the Board. Other alternate members who were appointed to serve in FY 04 were Barbara Ford and Joan Golowich.

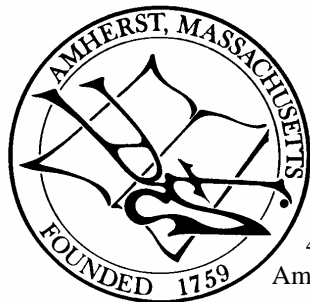
Zoning Board of Appeals:

Co-Chairs  
Marc Cohen  
Zina Tillona

Members  
Ted Rising  
Tom Simpson

Alternate Members  
Barbara Ford  
Joan Golowich  
Brenna Kucinski

*Town of*



**AMHERST**

***Massachusetts***

TOWN HALL  
4 Boltwood Avenue  
Amherst, MA 01002-2302

OFFICE OF THE TOWN ACCOUNTANT  
PH: (413) 256-4026  
FX: (413) 256-4007  
[accounting@amherstma.gov](mailto:accounting@amherstma.gov)

## **Report of the Town Accountant**

The accompanying pages include the Town of Amherst's unaudited financial statements for the fiscal year ended June 30, 2004.

Respectfully submitted,

Sonia Aldrich  
Town Accountant

## **Table of Contents**

Combined Balance Sheet – All Fund Types and Account Groups

Combined Statement of Revenues, Expenditures and Changes in Fund Equity – All Governmental Fund Types and Expendable Trust Funds

Combined Statement of Revenues, Expenditures and Changes in Fund Equity – All Proprietary Fund Types and Similar Trust Funds

Statement of Revenues and Other Sources and Expenditures and Other Uses – Budget and Actual – General Fund

Statement of Revenues and Other Sources and Expenditures and Other Uses - Budget and Actual – Sewer Fund, Water Fund, Solid Waste Fund, Golf Course Fund and Transportation

Combining Statement of Revenues, Expenditures and changes in Fund Equity – Expendable and Non-Expendable Trust Funds

FY 04 Approved Budget – General Fund

**TOWN OF AMHERST, MASSACHUSETTS**  
**Combined Balance Sheet - All Fund Types and Account Groups**  
**On June 30, 2004**  
**(Unaudited)**

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
<b>ASSETS</b>	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	
Cash and cash equivalents	\$ 4,237,999.72	\$ 2,707,785.18	\$ 1,753,378.79	\$ 5,671,656.91	\$ 269,816.92	\$ 5,324,007.85		\$ 19,964,645.37
Investments	-	-	-	-	-	-		-
Receivables:								
Property taxes	14,482,826.06	-	-	17,122.15	-	-		14,499,948.21
Special assessments	-	112,647.10	-	-	-	-		112,647.10
Tax liens and foreclosures	403,617.35	1,133.69	-	14,117.22	-	-		418,868.26
Excises	228,500.22	-	-	-	-	-		228,500.22
Utility Charges	-	-	-	860,153.66	-	-		860,153.66
Departmental	-	578,280.83	-	214,207.55	-	24,582.49		817,070.87
Deposits receivable	1,000.00	-	-	-	444,183.60	-		445,183.60
Other receivables	50,199.16	55,924.82	-	-	5,731.34	-		111,855.32
Due from other governments	25,327.89	290,213.80	-	-	-	-		315,541.69
Prepaid Expenses	-	45,306.26	-	-	-	-		45,306.26
Inventory	-	-	-	6,037.98	-	-		6,037.98
Fixed assets, net of accumulated depreciation	19,012,252.13	-	-	21,387,638.72	-	-		40,399,890.85
Amounts to be provided - payment of bonds	-	84,195.00	-	8,317,807.12	-	-	\$ 7,329,192.58	15,731,194.70
Amounts to be provided - vacation and sick leave	-	-	-	-	-	-	-	-
Total Assets	<u>\$ 38,441,722.53</u>	<u>\$ 3,875,486.68</u>	<u>\$ 1,753,378.79</u>	<u>\$ 36,488,741.31</u>	<u>\$ 719,731.86</u>	<u>\$ 5,348,590.34</u>	<u>\$ 7,329,192.58</u>	<u>\$ 93,956,844.09</u>
<b>LIABILITIES AND FUND EQUITY</b>								
Liabilities:								
Deferred revenue	\$ 15,072,047.08	\$ 747,986.44	\$ -	\$ 919,900.82	\$ 5,731.34	\$ 24,582.49		\$ 16,770,248.17
Provision for abatements and exemptions	138,885.99	-	-	-	-	-		138,885.99
Accounts payable	-	-	-	-	-	-		-
Accrued payroll and withholdings	1,352,881.18	53,905.54	-	-	-	-		1,406,786.72
Other liabilities	72,858.21	301,174.29	-	2,693.30	-	377,674.07		754,399.87
Bonds payable	-	84,195.00	-	8,260,807.12	-	-	\$ 7,329,192.58	15,674,194.70
Notes payable	-	-	5,505,000.00 *	57,000.00	-	-	-	5,562,000.00
Vacation and sick leave liability	-	-	-	-	-	-	-	-
Total Liabilities	<u>16,636,672.46</u>	<u>1,187,261.27</u>	<u>5,505,000.00</u>	<u>9,240,401.24</u>	<u>5,731.34</u>	<u>402,256.56</u>	<u>7,329,192.58</u>	<u>40,306,515.45</u>
Fund Equity:								
Reserved for encumbrances	522,020.01	102,170.12	95,727.16	845,852.45	-	-		1,565,769.74
Reserved for expenditures	272,585.62	1,323,463.00	-	148,951.85	-	2,000,000.00		3,745,000.47
Reserved for continuing appropriations	262,117.34	-	286,280.26	1,534,483.46	-	-		2,082,881.06
Reserved for appropriation deficit	-	-	-	-	-	-		-
Reserved for endowments	-	-	-	-	-	303,694.97		303,694.97
Unreserved, designated	(395,584.00)	85,843.26	-	6,037.98	-	-		(303,702.76)
Unreserved, undesignated	2,177,860.65	1,176,749.03	(4,133,628.63)	-	714,000.52	2,642,638.81		2,577,620.38
Unreserved retained earnings	-	-	-	3,325,375.61	-	-		3,325,375.61
Investment in capital assets	19,012,252.13	-	-	21,387,638.72	-	-		40,399,890.85
Reserved for overlay deficits	(46,201.68)	-	-	-	-	-		(46,201.68)
Reserved for over/under assessments	-	-	-	-	-	-		-
Total Fund Equity	<u>21,805,050.07</u>	<u>2,688,225.41</u>	<u>(3,751,621.21)</u>	<u>27,248,340.07</u>	<u>714,000.52</u>	<u>4,946,333.78</u>	<u>-</u>	<u>53,650,328.64</u>
Total Liabilities and Fund Equity	<u>\$ 38,441,722.53</u>	<u>\$ 3,875,486.68</u>	<u>\$ 1,753,378.79</u>	<u>\$ 36,488,741.31</u>	<u>\$ 719,731.86</u>	<u>\$ 5,348,590.34</u>	<u>\$ 7,329,192.58</u>	<u>\$ 93,956,844.09</u>

**TOWN OF AMHERST, MASSACHUSETTS**  
**Combined Statement of Revenues, Expenditures and**  
**Changes in Fund Equity**  
**All Governmental Fund Types and Expendable Trust Funds**  
**For the Year Ended June 30, 2004**  
**(Unaudited)**

	Governmental Fund Types			Fiduciary Fund Types	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Expendable Trust	
Revenues:					
Property taxes	25,627,708.75	297,123.90	-	-	25,924,832.65
Excise	1,581,818.60	-	-	-	1,581,818.60
Interest, penalties and other taxes	1,151,109.43	-	-	-	1,151,109.43
Charges for services	-	2,454,887.19	-	-	2,454,887.19
Licenses and permits	743,772.23	-	-	-	743,772.23
Intergovernmental	12,753,018.45	3,073,068.71	-	-	15,826,087.16
Fines and forfeits	143,623.00	-	-	-	143,623.00
Interest earnings	190,540.95	4,096.20	-	98,702.24	293,339.39
Miscellaneous	573,860.94	238,322.65	11,303.71	198,618.18	1,022,105.48
Audit Adjustment	-	-	-	-	-
Contributions	95,387.00	114,478.91	2,500.00	-	212,365.91
Total Revenues	<u>42,860,839.35</u>	<u>6,181,977.56</u>	<u>13,803.71</u>	<u>297,320.42</u>	<u>49,353,941.04</u>
Expenditures:					
General Government	6,192,462.99	219,512.68	188,888.35	190,968.09	6,791,832.11
Public Safety	7,156,464.53	643,183.32	469,913.74	-	8,269,561.59
Public Works	1,843,572.59	867,093.99	109,715.40	-	2,820,381.98
Planning, Conservation and Inspections	761,116.72	42,023.81	413,183.11	-	1,216,323.64
Community Services	1,465,361.49	1,128,038.34	5,000.00	-	2,598,399.83
Library Services	1,384,940.16	6,806.58	19,594.12	-	1,411,340.86
Education	25,994,585.14	1,211,817.69	445,594.87	-	27,651,997.70
Debt Service	1,328,162.55	-	-	-	1,328,162.55
Intergovernmental	919,893.10	-	-	-	919,893.10
Total Expenditures	<u>47,046,559.27</u>	<u>4,118,476.41</u>	<u>1,651,889.59</u>	<u>190,968.09</u>	<u>53,007,893.36</u>
Excess (deficiency) of revenues over expenditures	(4,185,719.92)	2,063,501.15	(1,638,085.88)	106,352.33	(3,653,952.32)
Other Financing Sources (Uses):					
Bond Proceeds	-	-	3,000,000.00	-	3,000,000.00
Operating transfers in	2,003,408.00	139,834.98	1,620,226.44	-	3,763,469.42
Operating transfers (out)	(1,198,199.00)	(1,954,236.32)	(12,443.88)	-	(3,164,879.20)
Total Other Financing Sources (Uses)	<u>805,209.00</u>	<u>(1,814,401.34)</u>	<u>4,607,782.56</u>	<u>-</u>	<u>3,598,590.22</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	(3,380,510.92)	249,099.81	2,969,696.68	106,352.33	(55,362.10)
Fund Equity, July 1, 2003	<u>6,173,308.86</u>	<u>2,439,125.60</u>	<u>(6,721,317.89)</u>	<u>4,464,223.30</u>	<u>6,355,339.87</u>
Fund Equity, June 30, 2004	<u>\$ 2,792,797.94</u>	<u>\$ 2,688,225.41</u>	<u>\$ (3,751,621.21)</u>	<u>\$ 4,570,575.63</u>	<u>\$ 6,299,977.77</u>

**TOWN OF AMHERST, MASSACHUSETTS**  
**Combined Statement of Revenues, Expenditures and**  
**Changes in Fund Equity**  
**All Proprietary Fund and Similar Trust Funds**  
**For the Year Ended June 30, 2004**  
**(Unaudited)**

	Enterprise	Internal Service	Fiduciary Fund Types Non-expendable Trust Funds	Totals (Memorandum Only)
Revenues:				
Property taxes	\$ -	\$ -	\$ -	\$ -
Excise	-	-	-	-
Interest, penalties and other taxes	-	-	-	-
Charges for services	6,837,055.42	5,975,282.56	-	12,812,337.98
Licenses and permits	-	-	-	-
Intergovernmental	273,876.66	-	-	273,876.66
Fines and forfeits	-	-	-	-
Interest earnings	91,602.75	5,928.16	8,155.12	105,686.03
Miscellaneous	63,149.07	-	2,625.00	65,774.07
Contributions	-	-	-	-
Total Revenues	<u>7,265,683.90</u>	<u>5,981,210.72</u>	<u>10,780.12</u>	<u>13,257,674.74</u>
Expenditures:				
General Government	-	7,259,062.97	-	7,259,062.97
Public Safety	-	-	-	-
Public Works	9,451,618.30	-	-	9,451,618.30
Planning, Conservation and Inspections	-	-	-	-
Community Services	270,810.47	-	8,275.76	279,086.23
Library Services	-	-	-	-
Education	-	-	-	-
Debt Service	1,087,875.82	-	-	1,087,875.82
Intergovernmental	-	-	-	-
Total Expenditures	<u>10,810,304.59</u>	<u>7,259,062.97</u>	<u>8,275.76</u>	<u>18,077,643.32</u>
Excess (deficiency) of revenues over expenditures	(3,544,620.69)	(1,277,852.25)	2,504.36	(4,819,968.58)
Other Financing Sources (Uses):				
Bond Proceeds	1,000,000.00	-	-	1,000,000.00
Operating transfers in	3,348,599.00	-	-	3,348,599.00
Operating transfers (out)	(3,946,670.22)	-	(519.00)	(3,947,189.22)
Total Other Financing Sources (Uses)	<u>401,928.78</u>	<u>-</u>	<u>(519.00)</u>	<u>401,409.78</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	(3,142,691.91)	(1,277,852.25)	1,985.36	(4,418,558.80)
Fund Equity, July 1, 2003	<u>9,003,393.26</u>	<u>1,991,852.77</u>	<u>373,772.79</u>	<u>11,369,018.82</u>
Fund Equity, June 30, 2004	<u>\$ 5,860,701.35</u>	<u>\$ 714,000.52</u>	<u>\$ 375,758.15</u>	<u>\$ 6,950,460.02</u>



**TOWN OF AMHERST, MASSACHUSETTS**  
**Statement of Revenues and Other Sources and Expenditures and Other Uses**  
**Budget and Actual - General Fund**  
**For the Fiscal Year Ended June 30, 2004**  
**(Unaudited)**

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Property taxes	25,611,876	25,627,709	15,833
Excise	1,445,000	1,581,819	136,819
Penalties, interest and other taxes	1,109,795	1,151,109	41,314
Licenses and permits	680,400	743,772	63,372
Intergovernmental	12,817,957	12,753,018	-64,939
Fines and forfeits	79,000	143,623	64,623
Interest earnings	300,000	190,541	-109,459
Miscellaneous	379,200	574,946	195,746
Contributions	96,387	95,387	-1,000
Transfers in	2,003,408	2,003,408	0
Other Sources (free cash and overlay)	3,476,000	3,476,000	0
Total Revenues and Other Sources	47,999,023	48,341,332	342,309
Expenditures and Other Uses:			
General Government	4,076,095	4,054,999	21,096
Special Appropriations	2,133,565	2,084,289	49,276
Public Safety	7,179,309	7,149,553	29,756
Public Works	1,669,497	1,668,639	858
Planning, Conservation and Inspections	786,380	753,421	32,959
Community Services	1,241,764	1,239,603	2,161
Special Appropriations	171,995	171,730	265
Library Services	1,385,760	1,382,665	3,095
Education	25,274,170	25,274,170	0
Special Appropriations	3,510	3,508	2
Debt Service	1,346,669	1,328,163	18,506
Region and Deferred Teachers Pay	655,230	650,981	4,249
Intergovernmental-Assessments	876,880	956,893	-80,013
Transfers Out	1,198,199	1,198,199	0
Total Expenditures and Other Uses	47,999,023	47,916,813	82,210
Excess of revenues and other sources over expenditures and other uses	0	424,519	424,519

TOWN OF AMHERST, MASSACHUSETTS  
Statement of Revenues and Other Sources,  
and Expenses and Other Uses  
Budget and Actual - Sewer Fund  
For the Fiscal Year Ending June 30, 2004  
(Unaudited)

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Charges for services	\$ 2,664,348	\$ 2,636,014	\$ (28,334)
Interest earnings	64,000	23,454	(40,546)
Other sources		15,026	15,026
Total Revenues and Other Sources	<u>2,728,348</u>	<u>2,674,493</u>	<u>(53,855)</u>
Expenses and Other Uses:			
Personnel	926,370	817,059	109,311
Purchase of services	691,254	694,709	(3,455)
Supplies	34,675	23,550	11,125
Other charges and expenses	286,085	306,586	(20,501)
Transfers	247,991	247,991	-
Capital outlay	292,000	286,286	5,714
Debt service	249,973	265,473	(15,500)
Other uses			-
Total Expenses and Other Uses	<u>2,728,348</u>	<u>2,641,654</u>	<u>86,694</u>
Excess of revenues and other sources over expenses and other uses	<u>\$ -</u>	<u>\$ 32,839</u>	<u>\$ 32,839</u>

TOWN OF AMHERST, MASSACHUSETTS  
Statement of Revenues and Other Sources,  
and Expenses and Other Uses  
Budget and Actual - Water Fund  
For the Fiscal Year Ending June 30, 2004  
(Unaudited)

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Charges for services	\$ 2,880,179	\$ 3,046,857	\$ 166,678
Interest earnings	64,000	34,015	(29,985)
Other sources	303,877	325,922	22,045
Total Revenues and Other Sources	<u>3,248,056</u>	<u>3,406,793</u>	<u>158,737</u>
Expenses and Other Uses:			
Personnel	765,107	727,023	38,084
Purchase of services	347,918	373,662	(25,744)
Supplies	98,800	88,555	10,245
Other charges and expenses	670,241	684,983	(14,742)
Transfers	840,967	840,967	-
Capital outlay	11,600	3,842	7,758
Debt service	513,423	513,423	0
Other uses			-
Total Expenses and Other Uses	<u>3,248,056</u>	<u>3,232,454</u>	<u>15,602</u>
Excess of revenues and other sources over expenses and other uses	<u>\$ -</u>	<u>\$ 174,339</u>	<u>\$ 174,339</u>

TOWN OF AMHERST, MASSACHUSETTS  
Statement of Revenues and Other Sources,  
and Expenses and Other Uses  
Budget and Actual - Solid Waste Fund  
For the Fiscal Year Ending June 30, 2004  
(Unaudited)

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Charges for services	\$ 341,884	\$ 297,329	\$ (44,555)
Intergovernmental	120,735	160,398	\$ 39,663
Interest earnings	20,000	20,393	\$ 393
Other sources	2,250,000	2,255,829	\$ 5,829
Total Revenues and Other Sources	<u>2,732,619</u>	<u>2,733,949</u>	<u>1,330</u>
Expenses and Other Uses:			
Personnel	125,297	131,151	(5,854)
Purchase of services	204,807	201,678	3,129
Supplies	5,800	5,199	601
Other charges and expenses	20,980	21,443	(463)
Transfers			-
Capital outlay	2,255,000	2,250,000	5,000
Debt service	120,735	120,735	-
Other uses			-
Total Expenses and Other Uses	<u>2,732,619</u>	<u>2,730,207</u>	<u>2,412</u>
Excess of revenues and other sources over expenses and other uses	<u>\$ -</u>	<u>\$ 3,742</u>	<u>\$ 3,742</u>

TOWN OF AMHERST, MASSACHUSETTS  
Statement of Revenues and Other Sources,  
and Expenses and Other Uses  
Budget and Actual - Golf Fund  
For the Fiscal Year Ending June 30, 2004  
(Unaudited)

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Charges for services	\$ 156,307	\$ 147,179	\$ (9,128)
Intergovernmental	127,201	127,201	-
Interest earnings	-	2	2
Other sources	111,000	72,975	(38,025)
Total Revenues and Other Sources	<u>394,508</u>	<u>347,357</u>	<u>(47,151)</u>
Expenses and Other Uses:			
Personnel	165,444	168,811	(3,367)
Purchase of services	50,700	48,971	1,729
Supplies	45,000	42,370	2,630
Other charges and expenses	7,966	10,292	(2,326)
Transfers	18,197	18,197	-
Capital outlay	-	-	-
Debt service	62,201	58,683	3,518
Other uses	45,000		45,000
Total Expenses and Other Uses	<u>394,508</u>	<u>347,325</u>	<u>47,183</u>
Excess of revenues and other sources over expenses and other uses	<u>\$ -</u>	<u>\$ 32</u>	<u>\$ 32</u>

TOWN OF AMHERST, MASSACHUSETTS  
Statement of Revenues and Other Sources,  
and Expenses and Other Uses  
Budget and Actual -Transportation Fund  
For the Fiscal Year Ending June 30, 2004  
(Unaudited)

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Charges for services	\$ 531,000	\$ 638,503	\$ 107,503
Intergovernmental			-
Interest earnings	1,000	2,153	1,153
Other sources	56,527	56,527	-
Total Revenues and Other Sources	<u>588,527</u>	<u>697,184</u>	<u>108,657</u>
Expenses and Other Uses:			
Personnel	167,028	150,350	16,678
Purchase of services	68,527	75,501	(6,974)
Supplies	6,000	10,903	(4,903)
Other charges and expenses	53,974	54,559	(585)
Transfers	159,435	159,435	-
Capital outlay	4,000	4,234	(234)
Debt service	129,563	129,562	1
Other uses			-
Total Expenses and Other Uses	<u>588,527</u>	<u>584,545</u>	<u>3,982</u>
Excess of revenues and other sources over expenses and other uses	<u>\$ -</u>	<u>\$ 112,638</u>	<u>\$ 112,638</u>

**TOWN OF AMHERST, MASSACHUSETTS**  
**Combined Statement of Revenues, Expenditures and**  
**Changes in Fund Equity**  
**All Non-Expendable Trust Funds**  
**For the Year Ended June 30, 2004**  
**(unaudited)**

	<b>8401</b> Trust Principal	<b>8402</b> Trust Income	Total
Revenues:			
Property taxes			-
Excise			-
Interest, penalties and other taxes			-
Charges for services			-
Licenses and permits			-
Intergovernmental			-
Fines and forfeits			-
Interest earnings	206.17	7,948.95	8,155.12
Miscellaneous	2,625.00		2,625.00
Contributions			-
Total Revenues	<u>2,831.17</u>	<u>7,948.95</u>	<u>10,780.12</u>
Expenditures:			
General Government			-
Public Safety			-
Public Works			-
Planning, Conservation and Inspections			-
Community Services		8,275.76	8,275.76
Library Services			-
Education			-
Debt Service			-
Intergovernmental			-
Total Expenditures	<u>-</u>	<u>8,275.76</u>	<u>8,275.76</u>
Excess (deficiency) of revenues over expenditures	2,831.17	(326.81)	2,504.36
Other Financing Sources (Uses):			
Bond Proceeds			-
Operating transfers in			-
Operating transfers (out)		(519.00)	(519.00)
Total Other Financing Sources (Uses)	<u>-</u>	<u>(519.00)</u>	<u>(519.00)</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	2,831.17	(845.81)	1,985.36
Fund Equity, July 1, 2003	<u>300,863.80</u>	<u>72,908.99</u>	<u>373,772.79</u>
Fund Equity, June 30, 2004	<u>\$ 303,694.97</u>	<u>\$ 72,063.18</u>	<u>\$ 375,758.15</u>

**TOWN OF AMHERST, MASSACHUSETTS**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Equity**  
**Expendable and Non-Expendable Trust Funds**  
**For the Fiscal Year Ended June 30, 2004**  
**(Unaudited)**

	Interest	Other Revenues	Total Resources	Operating Expenditures	Excess (Deficiency)	Transfers In	Transfers Out	Net Change in Fund Balance	Fund Balance June 30, 2003	Fund Balance June 30, 2004
Martha D. Bianchi Fund			-		-			\$ -	1,025.00	1,025.00
Alice C. Burnham Fund			-		-			-	15,020.66	15,020.66
Cemetery Perpetual Care Fund		\$ 2,625.00	2,625.00		2,625.00			2,625.00	85,952.64	88,577.64
Ephraim Y. Cosby Fund			-		-			-	500.00	500.00
Florence B. Cutler Fund			-		-			-	2,000.00	2,000.00
S. White Dickinson Fund			-		-			-	5,000.00	5,000.00
George S. Kendrick Fund			-		-			-	1,899.15	1,899.15
Herbert B. Adams Fund			-		-			-	2,814.31	2,814.31
R. J. D. Westcott Fund			-		-			-	3,000.00	3,000.00
Alfred F. Field Jr. Fund			-		-			-	82,442.15	82,442.15
William E. Smith Fund			-		-			-	1,899.15	1,899.15
Whiting Street Fund			-		-			-	9,040.61	9,040.61
E. F. Cook Fountain Fund			-		-			-	2,346.54	2,346.54
Barbara Smith Hospital Fund	\$ 206.17		206.17		206.17			206.17	9,419.42	9,625.59
Betty Jane Donley Fund			-		-			-	78,504.17	78,504.17
Total Non-expendable income	206.17	2,625.00	2,831.17	\$ -	2,831.17	\$ -	\$ -	2,831.17	300,863.80	303,694.97
Martha Dickinson Bianchi Memorial	38.68		38.68		38.68			38.68	742.84	781.52
Alice C. Burnham-West Cemetery Gate	660.73		660.73		660.73			660.73	15,167.37	15,828.10
Cemetery Perpetual Care	2,730.40		2,730.40		2,730.40			2,730.40	37,632.59	40,362.99
Ephraim Y. Cosby-West Cemetery	21.14		21.14		21.14			21.14	462.72	483.86
Florence B. Cutler-West Cemetery	80.43		80.43		80.43			80.43	1,675.11	1,755.54
S. White Dickinson Cemetery Fund	200.42		200.42		200.42			200.42	4,156.54	4,356.96
George S. Kendrick-West Cemetery	75.56		75.56		75.56			75.56	1,552.75	1,628.31
Alfred E. Field, Jr.	1,833.77		1,833.77	3,451.97	(1,618.20)			(1,618.20)	1,823.09	204.89
William E. Smith	43.42		43.42	53.00	(9.58)			(9.58)	85.71	76.13
Whiting Street Fund	209.75		209.75	770.79	(561.04)			(561.04)	605.26	44.22
Herbert B. Adams	65.74		65.74		65.74		119.00	(53.26)	201.03	147.77
R.J.D. Westcott	73.04		73.04		73.04		400.00	(326.96)	376.69	49.73
E.F. Cook Fountain	82.99		82.99		82.99			82.99	1,444.85	1,527.84
Betty Jane Donley Fund	1,832.88		1,832.88	4,000.00	(2,167.12)			(2,167.12)	6,982.44	4,815.32
Total Expendable income	7,948.95	-	7,948.95	8,275.76	(326.81)	-	519.00	(845.81)	72,908.99	72,063.18
Total Expendable and Non-expendable Trust Funds	\$ 8,155.12	\$ 2,625.00	\$ 10,780.12	\$ 8,275.76	\$ 2,504.36	\$ -	\$ 519.00	\$ 1,985.36	\$ 373,772.79	\$ 375,758.15



**FY 2004 Approved Budget  
General Fund**

	FY 2004 ATM April-Jun 03	FY 2004 STM Oct-Nov 03	FY 2005 ATM April-May 04	FY 2004 Fin Com Jul-04	Final Approved Budget
<b><u>OPERATING BUDGETS</u></b>					
<b>General Government:</b>					
Select Board	\$ 43,594.00				\$ 43,594.00
Town Manager	174,662.00				174,662.00
Finance Committee	1,560.00				1,560.00
Elections and Registration	36,125.00				36,125.00
Finance Department	783,720.00				783,720.00
Town Clerk's Office	132,058.00				132,058.00
Legal Services	94,150.00				94,150.00
Human Resources/Affirmative Action	1,654,840.00				1,654,840.00
Information systems	374,782.00				374,782.00
Facilities Maintenance	397,639.00				397,639.00
General Services	382,965.00				382,965.00
<b>Total General Government</b>	<b>4,076,095.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,076,095.00</b>
<b>Public Safety:</b>					
Police	3,517,432.00				3,517,432.00
Police Facility	129,491.00				129,491.00
Fire/Emergency Medical Services	3,059,132.00				3,059,132.00
Communications Center	433,731.00				433,731.00
Animal Control	39,523.00				39,523.00
<b>Total Public Safety</b>	<b>7,179,309.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,179,309.00</b>
<b>Public Works:</b>					
Public Works Administration	236,754.00				236,754.00
Construction and Maintenance	550,841.00				550,841.00
Sidewalk Construction	11,400.00				11,400.00
Snow and Ice Removal	145,460.00			14,800.00	160,260.00
Street and Traffic Lights	118,365.00				118,365.00
Equipment Maintenance	223,968.00				223,968.00
Tree Care and Pest Control	132,343.00				132,343.00
Town Cemeteries	8,900.00				8,900.00
Parks and Commons	226,666.00				226,666.00
<b>Total Public Works</b>	<b>1,654,697.00</b>	<b>-</b>	<b>-</b>	<b>14,800.00</b>	<b>1,669,497.00</b>
<b>Planning, Conservation and Inspections:</b>					
Inspection Services	303,471.00				303,471.00
Zoning Board	2,625.00				2,625.00
Design Review Board	625.00				625.00
Planning Board	5,025.00				5,025.00
Conservation Commission and Department	194,890.00				194,890.00
Planning Department	278,894.00				278,894.00
Historical Commission	850.00				850.00
<b>Total Planning, Conservation and Inspections</b>	<b>786,380.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>786,380.00</b>
<b>Community Services:</b>					
Public Health	218,380.00	20,000.00			238,380.00
Children's Services	55,342.00				55,342.00
Council On Aging	210,474.00				210,474.00
Veterans' Services and Benefits	100,328.00				100,328.00
Town Commemorations	875.00				875.00
Housing Partnership/Fair Housing	1,400.00				1,400.00
Leisure Services and Supplemental Education	505,566.00				505,566.00
Municipal Pools	113,399.00		16,000.00		129,399.00
<b>Total Community Services</b>	<b>1,205,764.00</b>	<b>20,000.00</b>	<b>16,000.00</b>	<b>-</b>	<b>1,241,764.00</b>
<b>Library Services:</b>					
Jones Library	1,385,760.00				1,385,760.00
<b>Total Library Services</b>	<b>1,385,760.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,385,760.00</b>
<b>Public Education:</b>					
Elementary Schools	16,470,636.00			96,261.00	16,566,897.00
Regional School District	8,707,273.00				8,707,273.00
<b>Total Public Education</b>	<b>25,177,909.00</b>	<b>-</b>	<b>-</b>	<b>96,261.00</b>	<b>25,274,170.00</b>

	FY 2004 ATM April-Jun 03	FY 2004 STM Oct-Nov 03	FY 2005 ATM April-May 04	FY 2004 Fin Com Jul-04	Final Approved Budget
<b>Debt Service:</b>					
Debt Principal					
General	793,520.00				793,520.00
Elementary Schools	65,000.00				65,000.00
Regional Schools	499,235.00				499,235.00
Debt Interest					
General	192,616.00				192,616.00
Elementary Schools	229,033.00	46,500.00			275,533.00
Regional Schools	155,995.00				155,995.00
Temporary Debt/Borrowing Costs	20,000.00				20,000.00
<b>Total Debt Service</b>	<b>1,955,399.00</b>	<b>46,500.00</b>	<b>-</b>	<b>-</b>	<b>2,001,899.00</b>
<b>Transfers:</b>					
Art 33 Capital Program - Equipment	601,000.00				601,000.00
Art 34 Capital Program - Facilities	309,600.00				309,600.00
Art 26 Cherry Hill Tax Support	82,201.00		45,000.00		127,201.00
Art 26 Landfill Tax Support	120,735.00				120,735.00
Reserve Fund Transfer as other financing source				39,663.00	39,663.00
					-
					-
					-
					-
<b>Total Transfers</b>	<b>1,113,536.00</b>	<b>-</b>	<b>45,000.00</b>	<b>39,663.00</b>	<b>1,198,199.00</b>
<b>Unpaid Bills:</b>					
Art 7 STM		318.00			318.00
Art 22	3,192.00				3,192.00
<b>Total Unpaid Bills</b>	<b>3,192.00</b>	<b>318.00</b>	<b>-</b>	<b>-</b>	<b>3,510.00</b>
<b>Assessments:</b>					
State					
Motor Vehicle Parking Surcharge	50,840.00				50,840.00
Retired Teachers Health Insurance	4,656.00				4,656.00
Air Pollution Control Districts	6,126.00				6,126.00
Other					
Regional Transit Authorities	810,027.00				810,027.00
Pioneer Valley Planning Commission	5,231.00				5,231.00
<b>Total Assessments</b>	<b>876,880.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>876,880.00</b>
<b>Deficits:</b>					
Revenue Deficit					-
Appropriation Deficit	-				-
Overlay Deficit	-				-
<b>Total Deficits</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>SPECIAL APPROPRIATIONS</u></b>					
<b>General Government:</b>					
Art 25 Retirement Assessment	2,080,289.00				2,080,289.00
Art 27 Reserve Fund	85,000.00	60,000.00	55,000.00	(150,724.00)	49,276.00
Art 28 ACTV	4,000.00				4,000.00
<b>Total Gen Gov Special Appropriations</b>	<b>2,169,289.00</b>	<b>60,000.00</b>	<b>55,000.00</b>	<b>(150,724.00)</b>	<b>2,133,565.00</b>
<b>Community Services:</b>					
Art 29 Human Services	151,995.00				151,995.00
Art 30 Congregate Housing	5,000.00				5,000.00
Art 11 STM Van & Bus Subsidies		15,000.00			15,000.00
Finance Committee Vote Senior van subsidies					-
<b>Total Community Services Special Appropriations</b>	<b>156,995.00</b>	<b>15,000.00</b>	<b>-</b>	<b>-</b>	<b>171,995.00</b>
<b>GRAND TOTAL GENERAL FUND</b>	<b>\$ 47,741,205.00</b>	<b>\$ 141,818.00</b>	<b>\$ 116,000.00</b>	<b>\$ -</b>	<b>\$ 47,999,023.00</b>
<b>RECONCILIATION OF BUDGET TO GENERAL LEDGER:</b>					
Final approved budget					47,999,023.00
Fund 1000					(47,999,023.00)
Total General Fund budget per General Ledger					-

## **OFFICE OF THE TOWN CLERK**

Fiscal Year 2004

Fiscal year 2004 proved to be an extremely busy year for the Town Clerk's Office, which continues to provide a multitude of services to the public. During the fiscal year our office also encountered several changes in laws and regulations at both the federal and state level that had a direct bearing on the daily functions of the Town Clerk's Office. The Town Clerk's Office continues to process a high volume of passport applications, notarizations, certified copies and various licenses and permits. Our department processed 1,391 passport applications and issued 1,546 certified copies of vital records in fiscal year 2004.

The Town Clerk's Office experienced significant staff changes during the fiscal year. In August, Anna Maciaszek, the Interim Town Clerk and former Assistant Town Clerk, was officially appointed Town Clerk. In November, Emily Daniell joined our staff as part-time Customer Assistant. Emily offers additional support during our office's peak hours of 11 a.m. to 3 p.m. In addition, a noteworthy accomplishment was reached by Customer Service Assistant, Patricia Olanyk, who reached her 10-year milestone with the Town in August, 2003.

In FY 04 history was made in Massachusetts, with the legal allowance of marriage between same-sex couples. On November 18, 2003 the Massachusetts Supreme Judicial Court (SJC) declared that "barring an individual from the protections, benefits and obligations of civil marriage solely because that person would marry a person of the same sex violates the Massachusetts Constitution." The SJC allowed 180 days before entry of judgment to permit the state legislature to take action as it may deem appropriate in light of their opinion. Given that the state legislature did not make any statutory changes to the marriage laws, May 17, 2004, was the first day that same-sex couples could formally file their intentions of marriage with the Town Clerk's Office. This historic day brought in 22 same-sex couples, who exercised their constitutional right to declare their intention to marry. In addition, the Town extended warm wishes to the same-sex couples by hosting a reception for them in the Town Room for the day.

### **Town Meeting**

Two special town meetings, as well as a five-session annual town meeting were held in FY 04. Fifteen of the forty articles on the Annual Town Meeting warrant were placed by citizen petition. In accordance with the Amherst Town Government Act, Section 1.5421, the Town Clerk's Office informed Town Meeting members of vacancies that existed in their precincts. Twenty-five vacancies existed; of that twenty-five, twenty-two were in Precinct 10. Our office was not able to fill any of the vacancies, as no nomination papers were filed with our office.

### **Voter Registration**

Voter registration was unusually low for a year with a Presidential Primary. The number of registered voters at the Special Election on October 21, 2003 was 15,401. By the Annual Town Election on March 30, 2004 the Town had 16,204 registered voters. During the fiscal year, our office conducted three voter registration sessions.

### **Elections**

The Town Clerk's Office oversaw three elections during the fiscal year. The first election of the fiscal year was a special election to fill a vacancy that existed on the Select Board, which brought out 16.5% of the registered voters. The Presidential Primary on March 2, 2004, saw a turnout of

23.7% of the registered voters. Lastly, the annual Town Election, on March 30, 2004, which listed candidates for Town offices, Town Meeting and two Proposition 2 ½ override questions, had a turnout of 28.3% of the registered voters in Town. Three training sessions were offered to election workers prior to the March elections, to provide a review of the election laws and to update them on the new Help America Vote Act (HAVA) regulations.

The Help America Vote Act is a new federal law that was enacted in 2002 to reform voting throughout the country and in response to the problems that arose during the 2000 Presidential election. This new law called for the entire nation to improve voting systems, voter registration, training and education, and to improve accessibility for disabled voters, as well as other areas affecting the voting process. Provisions of HAVA were given a strict implementation timeline. In fiscal year 2004, two provisions were put into practice. The first was the use of the provisional ballots, which replaced escrow ballots for persons asserting their right to vote who do not appear on the voter list. The second provision was the requirement of providing a driver's license number or the last four digits of their social security number for all newly registered voters.

On May 6, 2004, Chapter 91 of the Acts of 2004 was signed by the Governor. This bill allowed for the reprecincting of the Town based on the precinct lines approved by the Select Board on January 27, 2003. Amherst's Representative Town Meeting will be better facilitated by the passage of the bill, as Precinct 10 will no longer solely encompass UMass on-campus housing. Precinct 10 will once again include residential streets surrounding the University and will rectify the low voter activity in Precinct 10. Follow-up work began with creating new precinct maps and preparing postcards to inform registered voters of the changes made to the precinct lines. The Select Board also voted to move the polling place for Precinct 10 back to Bangs Community Center. The change in polling locations initiated discussions between the Town and the University's Student Government Association to create a sub-precinct at the University again.

## **BOARD OF REGISTRARS**

Fiscal Year 2004

### Members:

Robert W. McAllister, Sr. – Republican, Chair

Gladys Rodriguez – Democrat

Doris R. Holden – Republican

Anna M. Maciaszek, Town Clerk

The Board of Registrars held voter registration sessions on October 1, 2003; February 11, 2004; and March 10, 2004, as these dates were the deadlines to register to vote in the Special Election to fill a vacancy on the Select Board, 2004 Presidential Primary, and the 2004 Annual Town Election, respectively. There was a moderate turnout for each of the sessions, which were conducted from 8:00 a.m. to 8:00 p.m.

Numerous initiative petitions, Town and state nomination papers were circulated during the fiscal year. A large number of petition papers were certified for the resubmission of the charter question to appear on the 2005 Annual Town Election ballot. As part of the certification process,

Town Clerk staff members are authorized by the Board of Registrars to assign codes to the signatures of registered voters on nomination papers and petition forms.

The 2004 annual register of voters and the Amherst Street List were produced, using information provided on the annual street listing forms and follow-up confirmation cards.

Respectfully submitted,

Anna M. Maciaszek, Town Clerk  
Clerk of the Board of Registrars

### **VITAL STATISTICS – FY 04**

**Births                    192**

**Marriages                150**

**Deaths                   159**

### **VOTING INFORMATION – FY 04** (at March 30, 2004 Annual Town Election)

<u>Precincts</u>	<u>Registered Voters</u>	<u>Poll Location</u>	<u>Elected Town Meeting Members</u>
1	1,682	N. Congregational Hall	24
2	1,848	North Fire Station	24
3	866	Immanuel Lutheran Church Lounge	24
4	1,664	Bangs Community Center	24
5	1,511	Bangs Community Center	24
6	2,106	Fort River School	24
7	1,804	Crocker Farm School	24
8	2,518	Munson Memorial Library	24
9	1,624	Wildwood School	24
10	<u>581</u>	Hampden Dining Commons, UMass	24
	16,204		

\*\*\*  
**SPECIAL ELECTION**  
**OCTOBER 21, 2003**

In accordance with the Warrant, the Polls were opened at 12:00 noon and closed at 8:00 p.m.  
The voters cast their ballots in their respective precincts. The results were as follows:

**SELECT BOARD** – to fill a vacancy (1)

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>TOTAL</b>
<b>ROBIE HUBLEY</b>	133	189	62	183	166	133	127	333	170	0	<b>1496</b>
<b>PAUL G BOBROWSKI</b>	34	109	42	83	39	129	62	294	74	1	<b>867</b>
<b>DAVID T KEENAN</b>	6	24	10	14	17	21	27	45	10	1	<b>175</b>
All Others	0	0	1	0	0	0	1	1	1	0	<b>4</b>
Blanks	0	0	0	1	1	1	0	1	1	0	<b>5</b>
Total	<b>173</b>	<b>322</b>	<b>115</b>	<b>281</b>	<b>223</b>	<b>284</b>	<b>217</b>	<b>674</b>	<b>256</b>	<b>2</b>	<b>2547</b>

<b>Precinct</b>	<b>Ballots Cast</b>	<b>Number Registered</b>	<b>PM Return Time</b>	<b>%Turnout</b>
1	173	1,641	8:59 p.m.	10.5 %
2	322	1,747	8:53 p.m.	18.4%
3	115	790	8:47 p.m.	14.6%
4	281	1,593	9:03 p.m.	17.6%
5	223	1,412	9:22 p.m.	15.8%
6	284	2,027	9:04 p.m.	14.0%
7	217	1,678	9:07 p.m.	12.9%
8	674	2,432	9:20 p.m.	27.7%
9	256	1,557	9:03 p.m.	16.4%
10	2	524	8:40 p.m.	.4%

The public announcement was made at 9:56 p.m. on October 21, 2003. 2,547 ballots were cast, representing 16.5% of the 15,401 voters registered.

Attest:

Anna M. Maciaszek  
Town Clerk

\*\*\*  
**Special Town Meeting**  
**October 27, 29 November 3, 5, 6 and 12, 2003**

The meeting was televised by Amherst Community Television and shown on the Government Channel.

The Special Town Meeting was called to order by the Moderator, Harrison Gregg at 7:38 p.m. There were 228 town meeting members. 115 checked in and a quorum was declared. The call and return of the warrant was read by Town Clerk, Anna M. Maciaszek. The Select Board Chair recognized the dedicated service of several town committee members. New town meeting

members were sworn to the faithful performance of their duties. The Town Moderator offered words of congratulations to the new Select Board Member, Robie Hubley and the new Town Clerk, Anna Maciaszek. Articles 1, 2, 3, 4, and 5 were considered on October 27<sup>th</sup>. At the request of Select Board Chair, Carl Seppala, Article 5 was divided into two motions.

**ARTICLE 1. Reports of Boards and Committees (Select Board)**

**VOTED** that the Town hear only those reports of Town officers, the Finance Committee, and any other Town boards or committees which are not available in written form.

Action taken on 10/27/2003.

**ARTICLE 2. Modify Rules of Order (Town Meeting Improvements Committee)**

**MOTION A.**

**VOTED** that the Town amend the Rules of Order of Town Meeting to include the following as paragraph 1:

**CONSENT CALENDAR:** At least five business days prior to the opening of the first session of the Annual Town Meeting or any Special Town Meeting, the moderator shall propose to all members a "Consent Calendar" listing all articles and budget areas which, based on the records of recent town meetings, the moderator deems to be non-controversial. At the first session of the meeting, at the request of any member, any article or budget area shall be removed from the Consent Calendar so that it can be debated and voted upon in accordance with the provisions of these Rules of Order. All items remaining in the Consent Calendar shall then be voted upon by a single vote without debate.

Action taken 10/27/2003.

**MOTION B.**

**VOTED** that the Town amend the Rules of Order of Town Meeting to insert the following paragraph before paragraph 3, Motions During Debate:

**GREEN AND RED CARDS DURING DEBATE.** To assist the moderator in shaping an orderly and equitable debate, green and red cards shall be used by members to indicate a desire to speak for or against the current motion on the floor. A desire to speak without advocacy or to ask a question shall be indicated by a raising a hand without a green or red card.

Action taken on 10/27/2003.

**MOTION C.**

**VOTED** that the Town amend the Rules of Order of Town Meeting by deleting paragraph 6 thereof and replacing it with the following:

**VOICE VOTES, TALLIED VOTES, AND STANDING VOTES.** All votes unless otherwise provided for by law shall in the first instance be taken by 'ayes' and 'noes' voice vote.

If any member questions the voice vote, or if a four-fifths or nine-tenths vote is required by statute and the vote is not unanimous, the vote shall be taken by counted standing vote. When a two-thirds vote is required by statute, a counted standing vote shall not be taken unless the voice vote is doubted by the moderator or questioned by a member.

If, within a short but reasonable period of time following the voice vote, which period of time shall be fixed by the moderator, any member requests a tally vote and if 14 members manifest their concurrence with that member, the vote of each member shall be tallied by the use of a

color-coded (green for aye, red for no) cards. Each such card shall bear the member's name and indicate his/her vote. Each member shall cast his/her own vote only. Such cards shall be collected and counted by the tellers, which count shall be determinative of the question.  
Action taken on 10/27/2003.

*MOTION D.*

**VOTED unanimously** that the Town modify the Rules of Order for Town Meeting by deleting the Rules on Voting by Secret Ballot contained in paragraph 7, Smoking contained in paragraph 11, and Ex-Officio Membership contained in paragraph 12.  
Action taken on 10/27/2003.

ARTICLE 3. Town Meeting Coordinating Committee (Town Meeting Improvements Committee)

**VOTED as amended** that the Town establish a Town Meeting Coordinating Committee consisting of seven Town Meeting Members, who shall serve staggered two-year terms. Its charge shall be to provide continuing leadership and organization to Town Meeting and to extend outreach to the community on behalf of Town Meeting. The issues the Committee shall address in its first year shall include, but not be limited to the following: (1) organizing warrant forums prior to Town Meeting open to the public, (2) communicating to the public about Town Meeting through various means, (3) improving the education and orientation system for new Members, and (4) researching ways for recording individual votes at Town Meeting. The Committee shall perform such other duties as Town Meeting shall determine from time to time.

The initial Committee members shall be elected at the Annual Town Meeting of 2004. Nominations to the Committee shall be made from the floor of Town Meeting. No person shall be nominated unless such person has acknowledged his or her willingness to serve prior to being nominated. The Town Clerk shall prepare a ballot of those nominated, which ballot shall be presented to each Town Meeting Member at a subsequent session of the Annual Town Meeting. Each Town Meeting Member shall cast up to seven votes, with the four candidates receiving the highest number of votes being elected for a two-year term, and the next three highest being elected to serve a one-year term.

The initial Committee shall, in its first year, propose a procedure for electing subsequent Committee Members.

Town Meeting shall review at least every five years the continuation of the Committee.  
Action taken on 10/27/2003.

ARTICLE 4. Electronic Voting Study (Town Meeting Improvements Committee)

**VOTED** that the Town endorse the concept of incorporating electronic voting into the operations of Town Meeting and direct the Town Meeting Improvements Committee 1) to study the available systems, and 2) to report to the 2004 Annual Town Meeting on appropriate systems and their associated operating and capital costs.  
Action taken on 10/27/2003.

ARTICLE 5. Special Act – Amend Amherst Town Government Act (Town Meeting Improvements Committee)

**DEFEATED** [To see if the Town will direct the Select Board to submit to the Great and General Court a Special Act amending the Amherst Town Government Act, Chapter 216 of the Acts of 2001, in substantially the following form:



## AMHERST TOWN MEETING IMPROVEMENTS ACT

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

### *Motion A.*

SECTION 1. Chapter 216 of the Acts of 2001 is hereby amended by deleting in the second full sentence of Section 1.52 the words: "1 registered voter" and inserting in place thereof the words: "10 registered voters."

### *Motion B*

SECTION 2. Chapter 216 of the Acts of 2001 is hereby amended by inserting after the first sentence in Section 1.531 the following sentence: "Any candidate for Town Meeting must receive a minimum of ten votes to be elected."

SECTION 3. Chapter 216 of the Acts of 2001 is hereby amended by adding the following paragraph to Section 1.541, Vacancies between Election and Annual Meeting: "Any town meeting seats unfilled in the annual town election shall remain unfilled until the next annual town election."

SECTION 4. This act shall take effect upon its passage.]

Action taken on 10/27/2003.

10:09 p.m., October 27, 2003 – The meeting voted to adjourn to Wednesday, October 29, 2003 at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 163 town meeting members were checked in.

The Wednesday, October 29, 2003 session, adjourned from October 27, 2003, was called to order by the moderator at 7:44 p.m. 115 town meeting members checked in and a quorum was declared. New town meeting members were sworn to the faithful performance of their duties. Janet Chevan, Nonny Burack, H. Oldham Brooks, Jim Scott, Nancy Gordon and Hilda Greenbaum were sworn as tellers. The meeting took action on Articles 6, 7, 8, 9, 10, 11 and 12.

### ARTICLE 6. Childcare Study (Town Meeting Improvements Committee)

**VOTED** that the Town establish a committee, to be known as the Town Meeting Family Care Study Committee, consisting of five Town Meeting Members to be appointed by the Moderator, to study whether the diversity of Town Meeting could be increased by providing a stipend to Amherst residents who currently are unable to serve in Town Meeting because of the expenses of childcare or other family or health issues. Such committee shall report to Town Meeting at or before the 2005 Annual Town Meeting. Such report shall include an estimate of the number of persons who might participate in such a program and the probable cost.

Action taken on 10/29/2003.

### ARTICLE 7. Transfer of Funds – Unpaid Bills (Select Board)

**VOTED unanimously** that the Town raise and appropriate \$318.00 to pay unpaid bills of previous years.

Action taken on 10/29/2003.

### ARTICLE 8. Reserve Fund (Finance Committee)

**VOTED unanimously** that the Town raise and appropriate \$60,000 to increase the FY 04 Reserve Fund.

Action taken on 10/29/2003.

ARTICLE 9. Amend FY 04 Budget (Finance Committee)

*Motion A.*

**VOTED unanimously** that the Town raise and appropriate \$46,500 to increase the FY04 budget for Debt Service.

Action taken on 10/29/2003.

*Motion B.*

**VOTED Yes 92, No 41** that the Town raise and appropriate \$20,000 to increase the FY 04 budget for Community Services

Action taken on 10/29/2003.

ARTICLE 10. Petition – Resolution- Rental Property Registration Program (V. O'Connor)

*Motion 1.*

**VOTED Yes 78, No 57** that the Amherst Representative Town Meeting request that the Amherst Board of Health amend the operation of its Rental Property Registration Program to insure: 1.) that the \$10 fee collected from all units be designated as a one-time startup fee for the purpose of registering units only; 2.) that all subsequent fees be collected from the owners of rental property where inspectors find serious and substantial owner-responsibility code violations; 3.) that the existing registration fees be amended, and refunds be made if necessary, to correct an inequity that results from charging \$10 for each room a homeowner rents while only charging a \$10 fee for the rental of large apartments and single-family homes.

Action taken on 10/29/2003

*Motion 2.*

**DEFEATED** [That town officials be urged to vigorously pursue already identified problem rental units for existing building and sanitary code violations or with noise complaints and complaints that said units are both public and private nuisances, and if those approaches are not sufficient to re-establish public order, that town officials adopt as policy, in the most extreme of cases: obtaining eminent-domain authorization from this town meeting, thereafter, if final resolution efforts fail, taking the offending units by eminent domain, providing compensation consistent with the property's value and, as immediately thereafter as practicable, selling or transferring said properties primarily for use as owner-occupied affordable housing, using Community Preservation Act funds to make up the difference between a unit's selling price and its acquisition costs.]

Action taken on 10/29/2003.

ARTICLE 11. Transportation Subsidies (Select Board)

**VOTED unanimously** that the Town raise and appropriate \$15,000 for bus and van transportation subsidies.

Action taken on 10/29/2003.

ARTICLE 12. Petition – Public Transportation Policies (F. Wells)

**DEFEATED** ["To see if the town will vote to adopt the following public transportation policies:

a) in response to request by other communities in the Pioneer Valley Transit Authority Region, ask the Select Board to instruct Amherst's representative on the PVRTA Board to vote to reduce regional co-payments for senior and disabled van riders to \$1 per ride from \$2 per ride; and,

b) request that the Select Board and town manager identify the size of the annual lump sum payment to PVRTA necessary to return the day-to-day operations of PVRTA bus and van service within the town of Amherst to fare-free status and to present to town meeting a request to appropriate that sum of money for FY 2004 as soon as possible."]

Action taken on 10/29/2003.

10:09 p.m., October 29, 2003 – The meeting voted to adjourn to Monday, November 3, 2003 at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 151 town meeting members were checked in.

The Monday, November 3, 2003 session, adjourned from October 29, 2003, was called to order by the moderator at 7:40 p.m. 115 town meeting members checked in and a quorum was declared. A moment of silence was held in remembrance of Finance Committee and Town Meeting member Brenda Bright. James Pistrang was sworn-in as a teller. The meeting took action on Articles 13 and 15 motions A, B, C, D, E, F and G. Article 14 was postponed until 7:30 p.m. on Wednesday, November 5, 2003.

ARTICLE 13. Capital Program – Equipment (Joint Capital Planning Committee)  
**VOTED unanimously** that the Town appropriate \$130,000 for ambulances, ambulance repairs and equipment and to meet such appropriation transfer \$130,000 from the Ambulance Receipts Reserved From Appropriation Account.  
Action taken on 11/03/2003.

ARTICLE 14. Capital Program- Town Center and Neighborhood Improvements (Joint Capital Planning Committee)  
**DEFEATED, 2/3 vote not obtained, Yes 78, No 59** [To see if the Town will appropriate \$1,200,000 for Town Center and neighborhood roadway, sidewalk and lighting improvements and to meet such appropriation authorize the Treasurer to borrow in accordance with M.G.L. Chapter 44, Section 7(5) and other applicable laws.]  
Action taken on 11/05/2003.

ARTICLE 15. Community Preservation Act (Community Preservation Act Committee)  
*Motion A.*  
**VOTED by a declared 2/3rds vote** that the Town appropriate \$40,000 for the chimney repair at the Strong House, the payment of such funds being subject to and contingent upon delivery to the Town of a State approved Historic Preservation Restriction in a form acceptable to the Select Board, and to meet such appropriation transfer \$40,000 from the Community Preservation Fund Undesignated Fund Balance.  
Action taken on 11/03/2003.

*Motion B*

**VOTED** that the Town appropriate \$19,065 for security lighting and interpretive signs at West Cemetery and to meet such appropriation transfer \$19,065 from the Community Preservation Fund Undesignated Fund Balance.

Action taken on 11/05/2003 – The above vote reflects the appropriation voted on upon reconsideration of the article. Below is the original vote on Article B, which failed reconsideration on November 5<sup>th</sup> by a vote of Yes 46, No 80.

**Rescinded vote:** [VOTED that the Town appropriate \$34,065 for painting a historic mural facing West Cemetery and for security lighting and interpretive signs at West Cemetery and to meet such appropriation transfer \$34,065 from the Community Preservation Fund Undesignated Fund Balance.  
Action taken on 11/03/2003.]

*Motion C.*

**VOTED unanimously** that the Town authorize the Select Board to purchase, jointly with the Commonwealth of Massachusetts Department of Food and Agriculture, an Agricultural Preservation Restriction on Map 12C, Parcel 9 of the Town Cadastre, located at 143 North East Street from Frederick F. Hess and Linda L. Hess and appropriate and transfer \$97,500 from the Community Preservation Fund Undesignated Fund Balance for said purchase.  
Action taken on 11/03/2003.

*Motion D.*

**VOTED unanimously** that the Town authorize the Select Board to purchase, jointly with the Commonwealth of Massachusetts Department of Food and Agriculture, an Agricultural Preservation Restriction on Map 12A, Parcel 8 of the Town Cadastre, located on North East Street from Edward J. Hart and Mary Murphy and appropriate and transfer \$41,500 from the Community Preservation Fund Undesignated Fund Balance for said purchase.

Action taken on 11/03/2003.

*Motion E.*

**VOTED** that the Town appropriate \$15,000 for a skateboard park study, conceptual design and cost estimate and to meet such appropriation transfer \$15,000 from the Community Preservation Fund Undesignated Fund Balance.

Action taken on 11/03/2003.

*Motion F.*

**VOTED** that the Town appropriate \$10,000 to study the options, organization, oversight and benefits of establishing a Housing Trust Fund and to meet such appropriation transfer \$10,000 from the Community Preservation Fund Undesignated Fund Balance.

Action taken on 11/03/2003.

*Motion G.*

**VOTED unanimously** that the Town appropriate \$40,550 for the Amherst Housing Authority to assist in the cost of construction of two duplexes (4 units) of affordable housing on Map 18A, Parcels 55 & 56 of the Town Cadastre located on Tamarack Drive, the payment of such funds being subject to and contingent upon the delivery to the Town of a State approved Affordable Housing Restriction on the Tamarack Drive property in a form acceptable to the Select Board, and to meet such appropriation, transfer \$40,550 from the Community Preservation Fund Undesignated Fund Balance.

Action taken on 11/03/2003.

*Motion H.*

**VOTED by a declared 2/3rds vote** that the Town appropriate \$75,000 for the Amherst Housing Authority to assist in the cost of purchasing land next to 693 Main Street and being a portion of the land shown on Map 14B, Parcel 249 of the Town Cadastre, for the purpose of constructing affordable housing thereon, the payment of such funds being subject to and contingent upon the delivery to the Town of evidence satisfactory to the Select Board of a binding agreement to purchase land within the Town for the construction of such housing and a State approved Affordable Housing Restriction on such property in a form acceptable to the Select Board, and to meet such appropriation, transfer \$75,000 from the Community Preservation Fund Undesignated Fund Balance.

Action taken on 11/12/2003

*Motion I*

**VOTED unanimously** that the Town appropriate \$8,000 for the Amherst Housing Authority to assist in defraying the costs of carrying two Units located at The Brook, designated as Unit U1 and Unit V1 and being a portion of the land shown on Map 16D, Parcels 14 of the Town Cadastre, during such time as is necessary to raise funds to renovate such Units for use as affordable housing for the elderly and to undertake and complete such renovations, the payment of such funds being subject to and contingent upon the delivery to the Town of a State approved

Affordable Housing Restriction on the Units in a form acceptable to the Select Board, and to meet such appropriation, transfer \$8,000 from the Community Preservation Fund Undesignated Fund Balance.

Action taken on 11/12/2003

*Motion J*

**VOTED unanimously** that the Town appropriate \$2,000 for Community Preservation Act Committee administrative expenses and to meet such appropriation transfer \$2,000 from the Community Preservation Fund Undesignated Fund Balance.

Action taken on 11/12/2003.

10:01 p.m., November 3, 2003 – The meeting voted to adjourn to Wednesday, November 5, 2003 at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 161 town meeting members were checked in.

The Wednesday, November 5, 2003 session, adjourned from November 3, 2003, was called to order by the moderator at 7:54 p.m. 115 town meeting members checked in and a quorum was declared. The meeting took action on Article 14. Martha Spiegelman moved to have Article 15, Motion B reconsidered by Town Meeting. The motion for reconsideration passed Yes 70, No 58. Upon reconsideration the amount to be appropriated under Motion B changed from \$34,065 to \$19,065.

10:00 p.m., November 5, 2003 – The meeting voted to adjourn to Wednesday, November 12, 2003 at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 143 town meeting members were checked in.

The Wednesday, November 12, 2003 session, adjourned from November 5, 2003, was called to order by the moderator at 7:46 p.m. 115 town meeting members checked in and a quorum was declared. The meeting took action on Articles 15, Motions H, I, and J, 16, 17, 18, 19, 20, 21, 22, and 23.

**ARTICLE 16. Open Space and Agricultural Lands (Select Board)**

**VOTED unanimously** that the Town adopt the following resolution:

Whereas, open space protection is vital to protecting our drinking water supply and biological diversity, promoting our agricultural and forestry industries, and providing recreational access to all citizens of the Commonwealth, and

Whereas, proposed spending reductions would cripple or terminate land conservation efforts of state agencies, which have already identified at least 25,000 acres that face immediate threats and could be protected if funding is approved, and

Whereas, the Commonwealth's cash-strapped cities and towns rely on state programs such as the Self-Help and Agricultural Preservation Restriction (APR) programs to provide the matching funds to preserve their own natural resources and their quality of life,

Now therefore be it resolved that the Town urges the Governor to restore spending for the protection of open space and agricultural lands in the Commonwealth.

Action taken on 11/12/2003.

ARTICLE 17. Special Act- Town Land off Olympia Drive (Housing Partnership/Fair Housing Committee)

**VOTED YES 153, NO 1** that the Town authorize the Select Board to petition the General Court for a Special Act to remove from the provisions of Article 97 of the Massachusetts Constitution a certain parcel of land located on Olympia Drive, Amherst, Massachusetts, which parcel is the northwestern portion of the land taken pursuant to an Order of Taking dated July 13, 1987, and recorded in the Hampshire Registry of Deeds in Book 3018, Page 309, also being a portion of Assessors Map 8D, Parcel 20, and containing 11.9 acres, more or less.  
Action taken on 11/12/2003

ARTICLE 18. Zoning Map – East Pleasant Street at Fraternity/Sorority Park Entrance (Olympia Drive) from R-F to R-N (Planning Board)

**VOTED unanimously** that the Town amend the Official Zoning Map by rezoning Map 8D, Parcels 1, 2, 24 and portions of Parcel 3 and 15, from Fraternity Residence (R-F) to Neighborhood Residence (R-N).  
Action taken on 11/12/2003.

ARTICLE 19. Economic Opportunity Area and Tax Increment Financing (Atkins Fruit Bowl, Inc.)

**VOTED** that the Town designate the properties shown on the Official Tax Maps as Map 25B, Parcels 51 and 57, as an Economic Opportunity Area (EOA) as provided for in M.G.L. Chapter 23A, Sections 3A-3H, for a term of not more than twenty (20) years, for the purposes of allowing eligible certified projects within the EOA to participate in the Massachusetts Economic Development Incentive Program and a local Tax Increment Financing/Special Tax Assessment agreement, which EOA shall be called the “Atkins Corner EOA”; that the Town designate such properties as a Tax Increment Financing Zone and approve the Atkins Tax Increment Financing Plan to include the following schedule of exemptions: 10% FY 2004, 9% FY 2005, 8% FY 2006, 7% FY 2007, 6% FY 2008, 5% FY 2009, 4% FY 2010, 3% FY 2011, 2% FY 2012 & 1% FY 2013; and that the Town amend the Town Bylaws by adding the following bylaw:  
The Amherst Select Board is authorized to enter into Tax Increment Financing Agreements, and any modifications thereof, in a form acceptable to the Select Board, in accordance with and subject to the requirements of M.G.L. c. 23A and M.G.L. c. 40, s. 59, and any regulations promulgated thereunder, as those requirements may, from time to time, be amended.  
Action taken on 11/12/2003

ARTICLE 20. Petition – Hampshire Council of Governments Committee (B. Bouricius)

**DEFEATED Yes 64, No 80** [To see if the town will vote to request the Select Board to appoint a five member committee to examine the costs and benefits to the town of rejoining the Hampshire Council of Governments, and further request that the Select Board direct said committee to report its findings and recommendations in writing to the Board by February 2004, or to take any action related thereto.]  
Action taken on 11/12/2003.

ARTICLE 21. Petition – Legislation – Municipal Light Plant House Bill 1468 (B. Bouricius)

**VOTED** that the Town vote to endorse H1468, “An Act Relative to the Purchase of Existing Plant by a Municipal Lighting Plant,” sponsored by State Representative Daniel Bosley, and request that our representatives to the Massachusetts General Court, State Senator Stanley Rosenberg and State Representative Ellen Story, co-sponsor and support H1468, and that upon adoption of this resolution the town clerk send a copy of the resolution and the outcome of the

vote upon it to Senator Rosenberg, Representative Story, and the co-chairs of the General Court's Joint Legislative Committee on Government Regulations.  
Action taken 11/12/2003.

**ARTICLE 22. Petition – Two-way Bilingual Education Programs (M. Santiago)**

**DISMISSED Yes 73, No 57** [To see if the Town will vote to request the Amherst School Committee and the Amherst Superintendent of Schools: 1) to implement two-way bilingual education programs in the Amherst elementary schools to the maximum extent feasible, and 2) to report on their progress toward accomplishing this goal to the 2004 Annual Town Meeting.]

Action taken 11/12/2003.

**ARTICLE 23. Petition – Environmental and Traffic Impacts – Home Depot, Hadley (V. O'Connor)**

**VOTED** that the Town request the Select Board direct the town manager to ask the planning, conservation and public works staff to obtain all environmental impact statements that have been or will soon be filed with the state and federal agencies related to the impact of the Home Depot project, read, and evaluate them, note impacts that may adversely impact the town or any failure of filings to adequately describe or document potential traffic, intersection and other adverse impacts upon the town, prepare a draft response on behalf of the town for discussion by the Select Board and recommend any other actions they believe the Select Board ought to take to protect town interests with regard to this project.

Action taken 11/12/2003.

After consideration of Articles 15, H, I and J, 16, 17, 18,19, 20, 21, 22 and 23 and the business of the warrant having been completed, the meeting voted to dissolve at 10:52 pm on November 12, 2003. 164 town meeting members were checked in.

Attest:

Anna M. Maciaszek  
Town Clerk

**PRESIDENTIAL PRIMARY  
MARCH 2, 2004**

In accordance with the warrant the polls were opened at 7:00 a.m. and closed at 8:00 p.m. The voters cast their ballots in their respective precincts. The results were as follows:

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>Total</u>
<b>Presidential Preference</b>											
Richard Gephardt	0	1	0	1	0	1	2	1	0	0	6
Joseph Lieberman	0	2	0	1	1	4	3	3	3	0	17
Wesley K. Clark	0	4	1	3	2	0	3	5	0	0	18
Howard Dean	18	26	10	35	31	24	17	35	31	1	228
C. Moseley Braun	2	1	1	2	0	2	2	3	0	0	13
John Edwards	32	59	18	42	37	57	26	92	32	7	402
Dennis J. Kucinich	107	120	39	115	52	119	106	161	134	6	959

John F. Kerry	114	271	95	207	161	300	147	496	184	18	1,993
Lyndon Larouche	0	0	0	0	0	0	0	1	0	0	1
Al Sharpton	4	5	4	6	8	9	5	9	4	1	55
No Preference	2	1	0	0	0	3	1	0	0	0	7
All Others	1	0	0	0	0	0	1	0	2	0	4
Blanks	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>8</u>
<b>Total</b>	<b>280</b>	<b>491</b>	<b>168</b>	<b>413</b>	<b>294</b>	<b>519</b>	<b>315</b>	<b>808</b>	<b>390</b>	<b>33</b>	<b>3,711</b>

#### State Committee Man

Joseph Gochinski	16	31	21	23	27	40	28	42	42	6	276
William R Rosen	88	154	58	118	93	203	93	287	131	7	1,232
John J Stobierski	18	31	11	31	23	37	23	52	20	2	248
All Others	4	2	2	1	1	1	5	2	1	0	19
Blanks	<u>154</u>	<u>273</u>	<u>76</u>	<u>240</u>	<u>150</u>	<u>238</u>	<u>166</u>	<u>425</u>	<u>196</u>	<u>18</u>	<u>1,936</u>
<b>Total</b>	<b>280</b>	<b>491</b>	<b>168</b>	<b>413</b>	<b>294</b>	<b>519</b>	<b>315</b>	<b>808</b>	<b>390</b>	<b>33</b>	<b>3,711</b>

#### State Committee Woman

Mary L Ford	201	333	129	284	197	384	212	569	280	18	2,607
All Others	3	1	1	0	1	2	2	4	1	0	15
Blanks	<u>76</u>	<u>157</u>	<u>38</u>	<u>129</u>	<u>96</u>	<u>133</u>	<u>101</u>	<u>235</u>	<u>109</u>	<u>15</u>	<u>1,089</u>
<b>Total</b>	<b>280</b>	<b>491</b>	<b>168</b>	<b>413</b>	<b>294</b>	<b>519</b>	<b>315</b>	<b>808</b>	<b>390</b>	<b>33</b>	<b>3,711</b>

#### Town Committee

Jean Fay	93	150	69	158	111	183	125	300	223	9	1,421
Doris Mundo	92	144	67	153	112	172	116	263	221	9	1,349
Allan Feldman	100	156	70	180	117	180	110	280	230	10	1,433
David Sharken	143	177	84	162	119	198	117	303	234	10	1,547
Richard Mundo	90	140	67	145	111	171	109	253	217	9	1,312
Richard Fay	89	147	68	153	110	174	112	288	222	9	1,372
Linda Marston	93	151	72	155	114	189	110	280	219	9	1,392
Dennis Bromery	101	158	76	164	117	200	111	289	234	10	1,460
Joan Ross Logan	106	187	76	187	133	212	114	306	246	10	1,577
Paul Drummond	88	143	69	149	114	185	109	263	220	9	1,349
Richard Bentley	94	150	69	182	122	173	100	267	222	10	1,389
Peter Vickery	111	182	80	187	134	207	122	323	273	9	1,628
Michael Wolff	103	168	72	182	121	187	108	302	249	9	1,501
Chadwick Johnson	102	148	71	162	115	180	109	305	228	9	1,429
Alice Swift	130	213	89	221	141	234	164	398	271	9	1,870
Leo Maley	108	149	74	163	122	171	110	258	227	9	1,391
Carl Seppala	116	206	93	202	148	258	141	376	265	10	1,815
Anne Awad	160	236	97	234	152	246	141	403	272	9	1,950
Merrylees Turner	100	148	70	166	129	176	106	266	227	10	1,398
H Oldham Brooks	102	162	74	169	131	222	123	290	230	9	1,512
Madge Ertel	96	149	69	153	113	179	107	290	222	9	1,387
Andrew Steinberg	97	177	76	156	115	186	108	279	225	9	1,428
Keri Heitner	109	180	75	164	121	187	117	285	235	9	1,482
J. Klausner-Wise	106	189	81	197	127	213	137	379	251	9	1,689
Joseph Tarallo	87	138	65	143	109	175	99	251	216	9	1,292
Charles Gillies	86	138	67	148	110	187	101	264	222	9	1,332
Vladimir Morales	130	185	75	173	138	235	135	303	240	9	1,623
Ellen Story	210	350	122	311	196	390	204	629	332	14	2,758
Christine Kline	1	2	0	11	7	2	2	6	4	0	35



Mary Wentworth	2	3	1	10	7	3	2	7	3	0	38
Daniel Ross	6	7	3	9	3	4	5	12	19	0	68
Steven Brewer	5	3	3	3	4	4	5	2	3	0	32
Barbara Steel	2	1	0	10	6	2	2	4	4	0	31
Sarah Mckee	5	4	0	10	6	8	2	6	4	0	45
Daniel Haley	0	0	0	0	0	0	0	0	7	0	7
All Others	15	8	2	7	4	13	11	27	21	0	108
Blanks	<u>6722</u>	<u>12336</u>	<u>3734</u>	<u>9476</u>	<u>6751</u>	<u>12459</u>	<u>7631</u>	<u>19523</u>	<u>6912</u>	<u>891</u>	<u>86,435</u>
<b>Total</b>	<b>9800</b>	<b>17185</b>	<b>5880</b>	<b>14455</b>	<b>10290</b>	<b>18165</b>	<b>11025</b>	<b>28280</b>	<b>13650</b>	<b>1155</b>	<b>129,885</b>

#### REPUBLICAN PARTY

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>Total</u>
<b>Presidential Preference</b>											
George W. Bush	5	14	1	4	7	7	3	9	4	0	54
No Preference	0	2	0	2	1	1	1	2	0	1	10
All Others	0	1	0	0	0	1	0	0	1	0	3
Blanks	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>4</u>
<b>Total</b>	<b>6</b>	<b>18</b>	<b>1</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>4</b>	<b>12</b>	<b>6</b>	<b>1</b>	<b>71</b>

#### State Committee Man

Francis Edmonds	1	4	0	2	3	4	0	3	0	0	17
Isaac James Mass	1	1	0	0	0	0	1	2	1	1	7
Joseph V Ricco	4	10	1	3	4	5	2	6	5	0	40
All Others	0	0	0	0	0	0	0	0	0	0	0
Blanks	<u>0</u>	<u>3</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>7</u>
<b>Total</b>	<b>6</b>	<b>18</b>	<b>1</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>4</b>	<b>12</b>	<b>6</b>	<b>1</b>	<b>71</b>

#### State Committee Woman

Cheryl A. Nicholas	5	13	1	5	7	9	2	10	5	1	58
All Others	0	0	0	0	0	0	0	0	0	0	0
Blanks	<u>1</u>	<u>5</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>2</u>	<u>1</u>	<u>0</u>	<u>13</u>
<b>Total</b>	<b>6</b>	<b>18</b>	<b>1</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>4</b>	<b>12</b>	<b>6</b>	<b>1</b>	<b>71</b>

#### Town Committee

J. Marie Traester	5	11	1	4	6	7	2	8	6	1	51
A. Gawienowski	3	13	0	3	5	7	2	8	5	1	47
C. Gawienowski	3	12	0	3	5	7	2	8	5	0	45
Doris Holden	3	12	1	4	7	7	2	10	5	0	51
Barbara Fenton	2	12	1	5	5	7	2	8	5	0	47
All Others	0	0	0	0	0	0	0	0	0	0	0
Blanks	<u>194</u>	<u>570</u>	<u>32</u>	<u>191</u>	<u>252</u>	<u>280</u>	<u>130</u>	<u>378</u>	<u>184</u>	<u>33</u>	<u>2244</u>
<b>Total</b>	<b>210</b>	<b>630</b>	<b>35</b>	<b>210</b>	<b>280</b>	<b>315</b>	<b>140</b>	<b>420</b>	<b>210</b>	<b>35</b>	<b>2485</b>

#### LIBERTARIAN PARTY

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>TOTALS</u>
<b>Presidential Preference</b>											
Jeffrey Diket	0	0	0	1	0	0	0	0	0	0	1
Ruben Perez	0	0	0	0	0	0	0	0	0	0	0
Aaron Russo	0	0	0	0	0	0	0	0	0	0	0
Michael Badnarik	0	0	0	0	0	0	0	0	0	0	0
Gary Nolan	0	0	0	0	0	0	0	0	0	0	0

No Preference	0	0	0	0	0	0	0	0	1	0	1
All Others	0	1	0	0	0	1	0	0	1	0	3
Blanks	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>2</u>
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>7</b>

#### State Committee Man

No Candidates	0	0	0	0	0	0	0	0	0	0	0
Blanks	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>7</u>
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>7</b>

#### State Committee Woman

No Candidates	0	0	0	0	0	0	0	0	0	0	0
Blanks	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>7</u>
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>7</b>

#### Town Committee

David Fassett	0	0	0	0	0	0	0	0	1	0	1
Blanks	<u>21</u>	<u>21</u>	<u>0</u>	<u>21</u>	<u>0</u>	<u>21</u>	<u>0</u>	<u>21</u>	<u>41</u>	<u>0</u>	<u>146</u>
<b>Total</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>21</b>	<b>42</b>	<b>0</b>	<b>147</b>

### GREEN-RAINBOW PARTY

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>TOTAL</u>
<b>Presidential Preference</b>											
Kent Mesplay	0	0	0	0	0	0	0	0	0	0	0
Lorna Salzman	0	0	0	1	0	2	0	0	2	0	5
Paul Glover	0	1	1	0	0	0	0	1	0	0	3
David Cobb	0	0	0	0	2	0	0	0	0	0	2
No Preference	3	0	0	0	2	0	3	1	3	0	12
All Others	1	1	2	0	2	1	0	2	2	0	11
Blanks	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>5</u>
<b>TOTAL</b>	<b>6</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>6</b>	<b>5</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>0</b>	<b>38</b>

#### State Committee Man

*Vincent J. O'Connor	0	0	0	0	0	0	0	1	0	0	1
*James Oldham	0	0	0	0	1	0	0	0	0	0	1
*Robert Crowner	1	0	0	0	0	0	0	0	0	0	1
All Others	0	0	0	0	0	0	0	1	0	0	1
Blanks	5	2	3	1	5	5	3	3	7	0	34
<b>TOTAL</b>	<b>6</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>6</b>	<b>5</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>0</b>	<b>38</b>

#### State Committee Woman

*Emily G. Lewis	0	0	0	0	0	0	0	1	0	0	1
Blanks	<u>6</u>	<u>2</u>	<u>3</u>	<u>1</u>	<u>6</u>	<u>5</u>	<u>3</u>	<u>4</u>	<u>7</u>	<u>0</u>	<u>37</u>
<b>TOTAL</b>	<b>6</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>6</b>	<b>5</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>0</b>	<b>38</b>

#### Town Committee

Eleanor R. Manire-Gatti	5	1	2	0	4	1	3	5	4	0	25
Emily G. Lewis	5	1	2	0	6	1	3	5	4	0	27
Frank M. Gatti	5	1	2	0	4	1	3	5	3	0	24
Robert J. Crowner	5	1	2	0	3	1	3	5	3	0	23
Vincent J. O'Connor	5	2	2	0	4	2	3	5	3	0	26
All Others	2	0	2	0	0	1	0	1	1	0	7

Blanks	<u>99</u>	<u>36</u>	<u>51</u>	<u>21</u>	<u>105</u>	<u>98</u>	<u>48</u>	<u>79</u>	<u>129</u>	<u>0</u>	<u>666</u>
<b><u>TOTAL</u></b>	<b>126</b>	<b>42</b>	<b>63</b>	<b>21</b>	<b>126</b>	<b>105</b>	<b>63</b>	<b>105</b>	<b>147</b>	<b>0</b>	<b>798</b>

\* = write-in

Pct	Dem. Ballots Cast	Dem. Reg.	Rep. Ballots Cast	Rep. Reg.	Lib. Ballots Cast	Lib. Reg.	G-R Ballots Cast	G-R Reg.	Unenroll -ed Voters	P.M. Return	% Voting
1	280	658	6	103	1	20	6	33	866	10:20	17.4%
2	491	895	18	127	1	13	2	18	777	10:43	27.9%
3	168	350	1	58	0	1	3	12	435	10:05	20.0%
4	413	843	6	129	1	12	1	16	657	10:03	25.4%
5	294	688	8	108	0	11	6	30	662	10:23	20.5%
6	519	1,020	9	168	1	14	5	34	850	10:20	25.5%
7	315	719	4	94	0	16	3	34	916	9:50	17.9%
8	808	1,365	12	268	1	1	5	14	854	9:48	33.0%
9	390	695	6	92	2	21	7	42	781	10:05	24.8%
10	<u>33</u>	<u>190</u>	<u>1</u>	<u>36</u>	<u>0</u>	<u>13</u>	<u>0</u>	<u>3</u>	<u>325</u>	9:19	<u>3.9%</u>
<b>Total</b>	<b>3,711</b>	<b>7,423</b>	<b>71</b>	<b>1,183</b>	<b>7</b>	<b>122</b>	<b>38</b>	<b>236</b>	<b>7,123</b>		<b>23.7%</b>

Dem. = Democratic Party

Rep. = Republican Party

Lib. = Libertarian Party

G-R = Green-Rainbow Party

The public announcement was made at 11:45 p.m. 3,827 ballots were cast, representing 23.7% of the 16,140 registered voters.

Attest,

Anna M. Maciaszek  
Town Clerk

\* \* \*

# **TOWN ELECTION** March 30, 2004

In accordance with the Warrant, the polls were opened at 7:00 a.m. and closed at 8:00 p.m. The voters cast their ballots in their respective precincts. The results were as follows:

PRECINCT	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	TOTAL
<b><u>MODERATOR – one year (1)</u></b>											
HARRISON L GREGG	191	409	168	291	213	449	212	777	288	5	<b>3,003</b>
ALL OTHERS	0	4	1	3	1	4	3	6	3	0	<b>25</b>
BLANKS	<u>93</u>	<u>248</u>	<u>64</u>	<u>142</u>	<u>148</u>	<u>215</u>	<u>119</u>	<u>403</u>	<u>126</u>	<u>1</u>	<b><u>1,559</u></b>
<b>TOTAL</b>	<b>284</b>	<b>661</b>	<b>233</b>	<b>436</b>	<b>362</b>	<b>668</b>	<b>334</b>	<b>1,186</b>	<b>417</b>	<b>6</b>	<b>4,587</b>

## **SELECT BOARD – three years (2)**

MATTHIEU J.											
MASSENGILL	61	198	59	127	65	240	84	367	134	2	<b>1,337</b>
DAVID T KEENAN	21	120	51	45	71	105	54	182	58	1	<b>708</b>

GERALD S WEISS	186	304	126	254	185	318	180	646	220	1	<b>2,420</b>
ROBIE HUBLEY	212	400	130	251	239	339	211	644	242	6	<b>2,674</b>
ALL OTHERS	0	8	1	6	3	15	2	15	5	0	<b>55</b>
BLANKS	<u>88</u>	<u>292</u>	<u>99</u>	<u>189</u>	<u>161</u>	<u>319</u>	<u>137</u>	<u>518</u>	<u>175</u>	<u>2</u>	<b><u>1,980</u></b>
<b>TOTAL</b>	<b>568</b>	<b>1,322</b>	<b>466</b>	<b>872</b>	<b>724</b>	<b>1,336</b>	<b>668</b>	<b>2,372</b>	<b>834</b>	<b>12</b>	<b>9,174</b>

**SCHOOL COMMITTEE – three years (2)**

THOMAS PAUL FLITTIE	162	282	129	216	185	267	156	431	185	3	<b>2,016</b>
BARBARA J LOVE	127	248	80	164	145	286	136	494	186	3	<b>1,869</b>
ANDREW M CHURCHILL	148	411	145	210	152	359	178	714	237	3	<b>2,557</b>
ALL OTHERS	1	3	1	1	2	1	2	8	2	0	<b>21</b>
BLANKS	<u>130</u>	<u>378</u>	<u>111</u>	<u>281</u>	<u>240</u>	<u>423</u>	<u>196</u>	<u>725</u>	<u>224</u>	<u>3</u>	<b><u>2,711</u></b>
<b>TOTAL</b>	<b>568</b>	<b>1,322</b>	<b>466</b>	<b>872</b>	<b>724</b>	<b>1,336</b>	<b>668</b>	<b>2,372</b>	<b>834</b>	<b>12</b>	<b>9,174</b>

**ELECTOR, OLIVER SMITH WILL– one year (1)**

DAVID FARNHAM	171	353	130	242	185	393	182	621	255	5	<b>2,537</b>
ALL OTHERS	0	2	1	0	1	1	1	1	0	0	<b>7</b>
BLANKS	<u>113</u>	<u>306</u>	<u>102</u>	<u>194</u>	<u>176</u>	<u>274</u>	<u>151</u>	<u>564</u>	<u>162</u>	<u>1</u>	<b><u>2,043</u></b>
<b>TOTAL</b>	<b>284</b>	<b>661</b>	<b>233</b>	<b>436</b>	<b>362</b>	<b>668</b>	<b>334</b>	<b>1,186</b>	<b>417</b>	<b>6</b>	<b>4,587</b>

**JONES LIBRARY TRUSTEE – three years (2)**

DAVID A LEVENSTEIN	53	139	47	97	62	149	72	218	89	1	<b>927</b>
WILLIS BRIDEGAM, JR.	88	215	81	177	133	234	104	429	162	3	<b>1,626</b>
KATHLEEN WANG	180	340	140	244	233	378	194	657	228	1	<b>2,595</b>
ALL OTHERS	2	0	1	1	0	1	1	2	1	0	<b>9</b>
BLANKS	<u>245</u>	<u>628</u>	<u>197</u>	<u>353</u>	<u>296</u>	<u>574</u>	<u>297</u>	<u>1066</u>	<u>354</u>	<u>7</u>	<b><u>4,017</u></b>
<b>TOTAL</b>	<b>568</b>	<b>1,322</b>	<b>466</b>	<b>872</b>	<b>724</b>	<b>1,336</b>	<b>668</b>	<b>2,372</b>	<b>834</b>	<b>12</b>	<b>9,174</b>

**HOUSING AUTHORITY – five years (1)**

PETER W JESSOP	180	350	131	253	181	401	176	622	232	5	<b>2,531</b>
ALL OTHERS	1	1	1	1	0	1	1	2	0	0	<b>8</b>
BLANKS	<u>103</u>	<u>310</u>	<u>101</u>	<u>182</u>	<u>181</u>	<u>266</u>	<u>157</u>	<u>562</u>	<u>185</u>	<u>1</u>	<b><u>2,048</u></b>
<b>TOTAL</b>	<b>284</b>	<b>661</b>	<b>233</b>	<b>436</b>	<b>362</b>	<b>668</b>	<b>334</b>	<b>1,186</b>	<b>417</b>	<b>6</b>	<b>4,587</b>

**REDEVELOPMENT AUTHORITY – five years (1)**

FRANCES L VANTREESE	150	314	123	208	163	370	156	560	213	5	<b>2,262</b>
ALL OTHERS	2	2	0	1	0	1	1	2	0	0	<b>9</b>
BLANKS	<u>132</u>	<u>345</u>	<u>110</u>	<u>227</u>	<u>199</u>	<u>297</u>	<u>177</u>	<u>624</u>	<u>204</u>	<u>1</u>	<b><u>2,316</u></b>
<b>TOTAL</b>	<b>284</b>	<b>661</b>	<b>233</b>	<b>436</b>	<b>362</b>	<b>668</b>	<b>334</b>	<b>1,186</b>	<b>417</b>	<b>6</b>	<b>4,587</b>

**QUESTION 1A**

Yes	163	322	94	232	143	345	163	570	222	4	<b>2258</b>
No	113	311	129	190	197	302	161	581	183	2	<b>2169</b>
Blanks	<u>8</u>	<u>28</u>	<u>10</u>	<u>14</u>	<u>22</u>	<u>21</u>	<u>10</u>	<u>35</u>	<u>12</u>	<u>0</u>	<b><u>160</u></b>
<b>TOTAL</b>	<b>284</b>	<b>661</b>	<b>233</b>	<b>436</b>	<b>362</b>	<b>668</b>	<b>334</b>	<b>1,186</b>	<b>417</b>	<b>6</b>	<b>4,587</b>

**QUESTION 1B**

Yes	145	281	84	194	115	303	128	474	189	1	<b>1914</b>
No	132	357	145	218	220	343	193	669	206	4	<b>2487</b>
Blanks	<u>7</u>	<u>23</u>	<u>4</u>	<u>24</u>	<u>27</u>	<u>22</u>	<u>13</u>	<u>43</u>	<u>22</u>	<u>1</u>	<b><u>186</u></b>
<b>TOTAL</b>	<b>284</b>	<b>661</b>	<b>233</b>	<b>436</b>	<b>362</b>	<b>668</b>	<b>334</b>	<b>1,186</b>	<b>417</b>	<b>6</b>	<b>4,582</b>

## TOWN MEETING MEMBERS

### **Prec. I, three years (8)**

Michael E. Ziomek, Jr	167	Joseph P. Swartz	135	Daniel P. Kramer	121
Joseph A. Waskiewicz	152	David Robson Gillham	125	Steven Jay Gross	111
Patricia G. Holland	141	Louis S. Greenbaum	129		

### **Prec. II, three years (8)**

Sara Berger	321	Edward R. Kaynor	294	@ Sandra Mullin	34
Barbara C. Ford	321	Caroline C. Olson	281	@ Bryan Harvey	23
Christopher E. Riddle	319	Daniel R. Cooley	271		

### **Prec. III, three years (8)**

Andrew M. Churchill	144	William B. Simon	109	Robert B. Kusner	103
Janet Lansberry	112	Lawrence E. O'Brien	108	@ Karen O'Brien	5
P. Roper O'Brien	109	Denise R. Kim-Kusner	105	+@Susan Radtke	2 2

(Andrew M. Churchill is an ex-officio member of Town Meeting. Susan Radtke fills the Chap. 117 vacancy.)

### **Prec. IV, three years (8)**

Hwei-ling T. Greeney	218	Patrick E. Brock	131	* D. Baer Tierkel	115
Doris Holden	179	Richard N. Bentley	128	* John J. Michaels	81
Richard E. Sclove	136	+ Keith R. Ulrich	119	* Phoebe J. Merriam	71
Judy L. Simpson	133	* Irene J. Friedman	117		
Kenneth W. Sammonds	138	* Seymore Friedman	116		

(Keith Ulrich fills a Chap. 117 vacancy that was created by Richard Howland accepting two year write-in term rather than the three year term.)

### **Prec. IV, two years (1)**

@ Richard Howland	53
@* D. Baer Tierkel	29

### **Prec. V, three years (8)**

Patricia McChesney	163	Carlton C. Brose	143	Walter J. Wolnik	139
Richard E. Alcorn	157	Carol A. Lee	143	Walter M. Stephaniv	117
Batya Bauman	148	Jana Lee Sorge	141	*F. St.Sanot-Stephaniv	92

### **Prec. VI, three years (8)**

Matthieu J. Massengill	362	Victoria Morales	316	Richard E. Mudgett	300
H. Oldham Brooks	323	Paul E. Drummond	309	David I. Clooney	281
Jean D. Killough	322	James Avery Smith	300		

### **Prec. VII, three years (8)**

Gina M. Fusco	191	Manuel Frau-Ramos	148	@ Susan C. Pynchon	5
Dorothy B. Merriam	162	Martin F. Jones	114	@ Kevin P. Joy	3
Thaddeus E. Dabrowski	149	@ Adrienne Terrizzi	27		

### **Prec. VIII, three years (8)**

Paul G. Bobrowski	513	George Levinger	417	*+ Frank Gatti	339
Ann E.W. Woodbridge	485	Russell M. Frank	414	*Eleanor Manire-Gatti	312
Sonya R. Sofield	457	Irwin Spiegelman	397		
Carol D. Moskowitz	419	Richard B. Morse	367		

(Frank Gatti fills a Ch. 117 vacancy created by Gerald Weiss becoming an Ex-Officio Town Mtg. Member. Two Year term to end in 2006.)

### **Prec. VIII, one year (2)**

Jacqueline R. Brown	559	Zachary J. Bouricius	482
Hazard			

**Prec., IX, three years (8)**

Dade Singapuri	215	Matthew E. Mitchell	170	*@ Diana Stein	22
Denise R. Barberet	194	Kerry David Strayer	168	*@ Frederick Hartwell	18
Craig E. Meadows	175	@ Norman D. Berlin	24		
Robert J. Crowner	175	@ Barbara E. Berlin	23		

**Prec. IX, two years (8)**

@ Diana Stein	24	*@ Myra Ross	2
*@ Copper F. Giloth	2		

**Prec. X, three years (8)**

There were no candidates on the ballot and no candidates were written-in.

**Prec. X, two years (8)**

There were no candidates on the ballot and no candidates were written-in.

**Prec. X, one year (6)**

@ Michael Sheridan	1
@ Darren Giorgio	1

\* Defeated

@ Write-in

+ Chapter 117

<u>Precinct</u>	<u>Ballots Cast</u>	<u>Number Registered</u>	<u>PM Return Time</u>	<u>% Turnout</u>
1	284	1,682	9:32	16.9%
2	661	1,848	10:23	35.8%
3	233	866	9:30	26.9%
4	436	1,664	9:42	26.2%
5	362	1,511	9:42	23.9%
6	668	2,106	9:41	31.7%
7	334	1,804	10:10	18.5%
8	1,186	2,518	9:38	47.1%
9	417	1,624	9:31	25.5%
10	6	581	8:55	1.0%
<b>Totals</b>	<b>4,587</b>	<b>16,204</b>		<b>28.3%</b>

The public announcement was made at 11:00 p.m. on March 30, 2004. 4,587 ballots were cast, representing 28.3% of the 16,204 voters registered.

Attest:

Anna M. Maciaszek

\* \* \*

**Annual Town Meeting  
April 28, 29, May 3, 10, 12 17, 19 and 24, 2004**

The meeting was televised by Amherst Community Television and shown on the Government Channel.

The 245<sup>th</sup> Annual Town Meeting was called to order by the Moderator, Harrison Gregg at 7:41 p.m. There were 233 town meeting members. 117 checked in and a quorum was declared. The call and return of the warrant were read by Town Clerk, Anna M. Maciaszek. The Moderator was sworn to the faithful performance of his duties. Town meeting members were sworn to the faithful performance of their duties. Articles 1 - 11 were considered on April 28<sup>th</sup>. Articles 9 and 10 were considered prior to Article 2. Consideration of Article 28 was scheduled for May 12, 2004 at 7:30 p.m. Article 5 was divided at the request of Town Meeting Member Jim Scott. The Consent Calendar was implemented for the first time and consisted of the following Articles: 1, 7, 8, 15 and 18. No articles were removed from the consent calendar and were voted upon unanimously by a single vote without debate. Anne Awad, Chair of the Select Board, informed Town Meeting of the new organization of the Board and thanked former Chair, Carl Seppala, for his years of service as Chair. Nancy Gordon, Hilda Greenbaum, Nonny Burack, James Pistrang, James Scott and H. Oldham Brooks were sworn as tellers.

ARTICLE 1. Reports of Boards and Committees (Select Board)

**VOTED unanimously** that the Town hear only those reports of Town officers, the Finance Committee, and any other Town boards or committees which are not available in written form.

Action taken on 4/28/2004. (Consent Calendar item)

ARTICLE 2. Amherst Town Government Act – Childcare Study (Town Meeting Improvement Committee)

**VOTED unanimously** that the Town amend the action taken under Article 6 at the October 27, 2003, Special Town Meeting by replacing the words "Town Meeting Members" with the words "Amherst residents."

Action taken on 04/28/2004.

ARTICLE 3. Petition – Amend Amherst Town Government Act – Poll Hours (Awad)

**VOTED by a declared 2/3 vote** that the Town approve an order to place the following question amending the Amherst Town Government Act on the next annual town election ballot:

Shall Sections 1.3 and 2.42 of the Amherst Town Government Act be amended to provide for uniform voting hours at all town elections by adding the language in **boldface** and deleting the language in ~~strike thru~~ as follows:

1.3 Conduct of Elections. Meeting of the registered voters of the several precincts for elections, for primaries, and for voting upon any question to be submitted to all registered voters of the town, shall be held on the same day ~~and at the same hour~~ and at the same places within the town as the select board shall in the warrant for such election direct, **and the polls shall open no later than 7 o'clock in the morning and shall close no earlier than 8 o'clock in the evening.**

2.4 Referendum. ... 2.42 Election Procedure. ...The polls shall ~~be open during hours to be determined by the select board but they shall be open~~ no later than ~~noon~~ **7 o'clock in the morning** and shall be closed not earlier than 8 o'clock in the evening...

Action taken on 04/28/2004.

ARTICLE 4. Transfer of Funds – Unpaid Bills (Select Board)

**VOTED unanimously to DISMISS** [To see if the Town will, in accordance with Chapter 44, section 64, of the Massachusetts General Laws, appropriate and transfer a sum of money to pay unpaid bills of previous years.]

Action taken on 4/28/2004.

ARTICLE 5. FY 04 Budget Amendments (Select Board)

- a. **VOTED** to amend the action taken under Article 27 of the 2003 Annual Town Meeting – Reserve Fund, by increasing the appropriation by \$55,000,  
Action taken on 4/28/2004.
- b. **VOTED unanimously** to amend the action taken under Article 26 of the 2003 Annual Town Meeting – Fiscal Year 2004 Operating Budget, by increasing the appropriation for Community Services by \$16,000,  
Action taken on 4/28/2004.
- c. **VOTED** to amend the action taken under Article 26 of the 2003 Annual Town Meeting – Fiscal Year 2004 Operating Budget, by increasing the appropriation for the Golf Course Fund by \$45,000, and to meet such increased appropriations transfer \$116,000 from Free Cash in the Undesignated Fund Balance of the General Fund.  
Action taken on 4/28/2004.

**ARTICLE 6.** Community Preservation Act – Additional for Hess APR (Community Preservation Act Committee)

**VOTED unanimously** that the Town amend the action taken in Motion C under Article 15 of the October 27, 2003, Special Town Meeting by increasing the appropriation from the Community Preservation Fund Undesignated Balance by \$95,000 to a total of \$192,500.  
Action taken on 4/28/2004.

**ARTICLE 7.** Optional Tax Exemptions (Select Board)

**VOTED unanimously** that the Town authorize a maximum additional exemption of up to 100 percent for taxpayers qualifying for exemption under Chapter 59, Section 5, Clauses 17D, 22, 37A, or 41C of the Massachusetts General Laws.  
Action taken on 4/28/2004. (Consent Calendar item)

**ARTICLE 8.** Authorization for Compensating Balance Accounts (Select Board)

**VOTED unanimously** that the Town accept the provisions of Chapter 44, section 53F of the Massachusetts General Laws, which authorize the Treasurer to enter into written agreements with banking institutions pursuant to which the Treasurer agrees to maintain funds on deposit in exchange for banking services.  
Action taken on 4/28/2004. (Consent Calendar item)

**ARTICLE 9.** Petition – Resolution – PVRTA (BenEzra)

**VOTED** that the Town adopt the following resolution:

“WHEREAS the Town of Amherst has many thousands of men, women and children who totally depend on the Pioneer Valley Transportation Authority (PVRTA) for access to jobs, educational resources, medical care and other purposes; and

WHEREAS the PVRTA is about to institute widespread cuts in service to offset a \$1.4 Million deficit;

NOW THEREFORE we call upon the Governor of the Commonwealth of Massachusetts to declare a moratorium on any cuts in PVRTA service; and further,



WHEREAS the source of transportation funds discriminates against regional public transportation in Western Massachusetts in favor of the Massachusetts Bay Transportation Authority (MBTA) which receives an inequitable amount of Sales Tax revenues;

NOW THEREFORE we call upon the Amherst Select Board to take the lead in developing a region-wide strategy involving impacted local governments, our State Senators & State Representatives, and our Members of Congress to solve this agonizing transportation crisis that is threatening the viability of the entire PVTA system.”

Action taken on 4/28/2004.

ARTICLE 10. Petition – Resolution – Repeal Medicare Act (BenEzra)

**VOTED** that the town adopt the following resolution:

“WHEREAS Amherst has nearly 3000 Seniors who depend on Social Security for their financial support and Medicare and Medicaid for the major portion of their health care; and

WHEREAS traditional Medicare is moving in the direction of privatization under provisions of the new Medicare Act adopted in 2003; and

WHEREAS President George W. Bush in his State of the Union Address declared he would begin privatizing Social Security; and

WHEREAS the President has also targeted Medicaid for reductions in financial and services support; and

WHEREAS Medicaid provides minimum medical support for children and adults with low financial resources; and

WHEREAS at least 18,000 Americans die prematurely each year because they lack medical insurance coverage; and

WHEREAS 45,000,000 Americans are medically uninsured because they are unemployed or have low paying jobs;

THEREFORE we call upon the next President of the United States and the Congress in 2005 to repeal the new Medicare Act, protect Social Security from privatization, save Medicaid, and develop a comprehensive single-payer health care system for all Americans.

We request that copies of this resolution be sent to the President of the United States, our 2 United States Senators, our Representative in Congress, the Governor of the Commonwealth of Massachusetts, as well as our State Senator and State Representative.”

Action taken on 4/28/2004.

Article 11. Petition – Resolution – “Stop the Cuts” Campaign (Koch-Gonzalez)

**VOTED** that the Town adopt the following resolution:

**“Resolution Supporting the Massachusetts “Stop the Cuts” Campaign**

*Whereas*, Massachusetts is facing over a \$1.2 billion deficit for Fiscal Year 2005, and

*Whereas*, Massachusetts needs new revenue to restore the deep program cuts enacted over the last three years to pay for education, affordable housing, child care, health care, prescription drugs, public safety, local aid, human services, and other badly needed state programs, and

*Whereas*, in the 1990s, the State Legislature passed 42 tax cuts – most to our state’s wealthiest corporations and individuals – that cost the Commonwealth \$3.5 billion a year in lost revenue, far more than the entire current deficit, and

*Whereas*, in 1968, corporate taxes made up 16% of state revenue, but today their share is only 5%, and

*Whereas*, loopholes in state tax law allow corporations to avoid paying their fair share of taxes, and

*Whereas*, corporate tax loopholes cost the state hundreds of millions of dollars each year, and

*Whereas*, closing corporate tax loopholes levels the playing field for locally owned and operated businesses, and

*Whereas*, quality tax-funded services like education and infrastructure help attract business to MA, and

*Whereas*, restoring the personal income tax rate is a fair and simple way to raise over \$1 billion in additional revenues, costing the average family less than a dollar a day, and

*Whereas*, if significant revenue is not raised at the state level, the Town of Amherst will face increased pressure to raise property taxes and/or fees,

THEREFORE BE IT RESOLVED, that the Town of Amherst Representative Town Meeting

1. supports the “Stop The Cuts Campaign” to limit deep cuts in local aid, education, including the University of Massachusetts, and health and human services;
2. supports raising state tax revenues by closing corporate tax loopholes, by supporting combined taxable income reporting, and by repealing special-interest tax breaks such as those given to Raytheon and Fidelity;
3. supports corporate disclosure, requiring corporations to report how much in subsidies they get from the state and/or the Town of Amherst and whether or not they are living up to the promises they made to get those subsidies;
4. supports raising tax revenues by restoring the income tax rate to 5.95 percent; and
5. directs the Amherst Town Clerk to transmit duly certified copies of this resolution to State Senator Stan Rosenberg, State Representative Ellen Story and Governor Mitt Romney.”

Action taken on 4/28/2004.

10:06 p.m., April 28, 2004 - The meeting voted to adjourn to Thursday, May 29, 2004, at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 189 town meeting members were checked in.

The Thursday, April 29, 2004, session, adjourned from April 28, 2004, was called to order by the moderator at 7:39 p.m. 118 town meeting members checked in and a quorum was declared. Articles 12 - 14 (General Government and Public Safety) were considered.

**ARTICLE 12.** Petition – Resolution to Oppose Federal Tax Breaks for Millionaires (Koch-Gonzalez)

**VOTED** that the Town adopt the following resolution:

“Resolution to Oppose Federal Tax Breaks for Millionaires

RESOLVED, That the Amherst Representative Town Meeting calls upon the members of the Massachusetts Delegation to the United States Congress to vote to repeal the 2003 tax breaks that benefit only upper-income taxpayers, and redirect a portion of the restored funds to the states so they can stop painful budget cuts, and

RESOLVED, That The Amherst Representative Town Meeting calls upon the members of the Massachusetts Delegation to the United States Congress to vote against any future tax breaks for wealthy Americans or large corporations, which erode the funding available for critical domestic priorities; and

RESOLVED, That the Amherst Representative Town Meeting direct the Amherst Town Clerk to transmit duly certified copies of this resolution to President George W. Bush, Senators Edward Kennedy and John Kerry and Representative John Olver, and Governor Mitt Romney.”

Action taken on 4/29/2004.

**ARTICLE 13.** Amend Amherst – Pelham Regional School District Agreement (School Committee)

**VOTED** that the Town approve an amendment to the Amherst-Pelham Regional School District agreement reallocating the total amount to be contributed by the member towns to the District for Fiscal Year 2005, as required by the Agreement, so that each town’s contribution, including statutorily required minimum district contribution, increases by an equal percentage in proportion to its contribution for Fiscal Year 2004, which amendment shall apply to Fiscal Year 2005 only.

Action taken on 4/29/2004.

**Article 14.** FY 2005 Operating Budget (Finance Committee)

**VOTED** that the Town adopt a comprehensive operating budget for the ensuing year and raise and appropriate money therefor.

#### GENERAL GOVERNMENT

**VOTED** that the Town appropriate \$4,212,259 for General Government, that the salary of the Moderator be fixed at \$100, that of the Select Board at \$300 each, that of the Elector under the Oliver Smith Will at \$20, and that to meet such appropriation \$4,173,259 be raised by taxation and \$39,000 be transferred from the Ambulance Receipts Reserved For Appropriation Account.

Action taken on 4/29/2004.

#### PUBLIC SAFETY

**VOTED** that the Town appropriate \$7,428,016 for Public Safety and that to meet such appropriation \$6,228,016 be raised by taxation and \$1,200,000 be transferred from the Ambulance Receipts Reserved for Appropriation Account.

Action taken on 4/29/2004.

10:36 p.m., April 29, 2004 - The meeting voted to adjourn to Monday, May 3, 2004, at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 168 town meeting members were checked in.

The Monday, May 3, 2004, session, adjourned from April 29, 2004, was called to order by the moderator at 7:38 p.m. 118 town meeting members checked in and a quorum was declared. Article 14 (Public Works, Planning/Conservation/Inspections, Community Services, Debt Service, Library Services and Elementary Schools) was considered.

#### **PUBLIC WORKS**

**VOTED** that the Town raise and appropriate \$2,103,735 for Public Works.

Action

#### **PLANNING/CONSERVATION/INSPECTIONS**

**VOTED unanimously** that the Town raise and appropriate \$782,552 for Planning/Conservation/Inspections.

Action taken on 5/3/2004.

#### **COMMUNITY SERVICES**

**VOTED** that the Town raise and appropriate \$1,465,027 for Community Services.

Action taken on 5/3/2004.

#### **DEBT SERVICE**

**VOTED unanimously** that the Town raise and appropriate \$2,020,428 for payment of the Town's General Fund indebtedness.

Action taken on 5/3/2004.

#### **LIBRARY SERVICES**

**VOTED unanimously** that the Town approve the Library Services operating budget of \$1,814,019 and that the Town raise and appropriate \$1,276,216 as its share of that budget.

Action taken on 5/3/2004.

#### **ELEMENTARY SCHOOLS**

**VOTED** that the Town raise and appropriate \$17,267,209 for the Amherst Elementary Schools.

Action taken on 5/3/2004.

10:19 p.m., May 3, 2004 - The meeting voted to adjourn to Monday, May 10, 2004, at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 177 town meeting members were checked in.

The Monday, May 10, 2004, session, adjourned from May 3, 2004, was called to order by the moderator at 7:31 p.m. 118 town meeting members checked in and a quorum was declared. Articles 14 (Regional Schools Water Fund, Sewer Fund, Golf Course Fund and Transportation Fund) through Article 19 were considered.

#### **REGIONAL SCHOOLS**

**VOTED** that the Town approve the Amherst-Pelham Regional School District operating and capital budget of \$23,813,267 and that the Town raise and appropriate \$9,754,341 as its proportionate share of that budget.

Action taken on 5/10/2004.

#### **WATER FUND**

**VOTED** that the Town appropriate \$3,386,279 for the Water Fund and that to meet such appropriation \$3,290,369 be made available from Water Fund revenues of the current year and \$95,910 be transferred from Water Fund Surplus.

Action taken on 5/10/2004.

#### SEWER FUND

**VOTED** that the Town appropriate \$2,979,447 for the Sewer Fund and that to meet such appropriation \$2,979,447 be made available from Sewer Fund revenues of the current year.  
Action taken on 5/10/2004.

#### GOLF COURSE FUND

**VOTED** that the Town appropriate \$306,831 for the Golf Course Fund and that to meet such appropriation \$109,781 be raised by taxation and \$197,050 be made available from Golf Course revenues of the current year.  
Action taken on 5/10/2004.

#### TRANSPORTATION FUND

**VOTED** that the Town appropriate \$604,850 for the Transportation Fund and that to meet such appropriation \$604,850 be made available from Transportation Fund revenues of the current year.  
Action taken on 5/10/2004.

#### ARTICLE 15. Retirement Assessment (Select Board)

**VOTED unanimously** that the Town raise and appropriate \$2,192,883 for the Hampshire Regional Retirement System assessment.  
Action taken on 4/28/2004. (Consent Calendar item)

#### ARTICLE 16. Reserve Fund (Finance Committee)

**VOTED unanimously** that the Town raise and appropriate \$100,000 for the Reserve Fund for FY 2005.  
Action taken on 5/10/2004.

#### ARTICLE 17. Special Services - Amherst Community Television (Select Board)

**VOTED unanimously to DISMISS** [To see if the Town will raise and appropriate \$4,000 for Amherst Community Television and related expenses.]  
Action taken on 5/10/2004.

#### ARTICLE 18. Special Services - Congregate Housing (Select Board)

**VOTED unanimously** that the Town raise and appropriate \$14,000 for the development and coordination of support services for tenants of congregate housing and related housing units, said program to be fully reimbursed by the Executive Office of Elder Affairs.  
Action taken on 4/28/2004. (Consent Calendar item)

#### ARTICLE 19. Special Services – Transportation Subsidies (Select Board and Public Transportation Committee)

**VOTED** that the Town endorse no-fare public transit service to the Amity Street/University Drive, Village Park, Echo Hill, Cushman, Orchard Valley and Elf Hill areas of the Town, year-round weekend service on the South Amherst/North Amherst/Belchertown Road routes, elderly and disabled special transportation services, and approve the levying of an assessment by the Commonwealth of Massachusetts for the Town's proportionate share of the cost of such services.  
Action taken on 5/10/2004.

10:00 p.m., May 10, 2004 - The meeting voted to adjourn to Wednesday, May 12, 2004, at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 182 town meeting members were checked in.

The Wednesday, May 12, 2004, session, adjourned from May 10, 2004, was called to order by the moderator at 7:41 p.m. 118 town meeting members checked in and a quorum was declared. Articles 20, 21, 22 and 28 were considered. Sandra Mullin was sworn-in as teller.

ARTICLE 20. Capital Program - Chapter 90 (Joint Capital Planning Committee)

**VOTED** that the Town authorize the expenditure of \$400,000 of Chapter 90 funds for qualifying purposes and further authorize the Treasurer to borrow in anticipation of reimbursement of these funds from the Commonwealth of Massachusetts.

Action taken on 5/12/2004

ARTICLE 21. Capital Program – Equipment - Joint Capital Planning Committee

**VOTED** that the Town appropriate \$784,400 to purchase, repair, and/or install new or replacement equipment and that to meet such appropriation, \$764,400 be raised by taxation and \$20,000 be transferred from the Ambulance Receipts Reserved for Appropriation Account.

Action taken on 5/12/2004.

ARTICLE 22. Capital Program – Buildings and Facilities (Joint Capital Planning Committee)

**VOTED** that the Town raise and appropriate \$243,000 to repair and/or improve buildings and facilities.

Action taken on 5/12/2004.

9:56 p.m., May 10, 2004 - The meeting voted to adjourn to Monday, May 17, 2004 at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 160 town meeting members were checked in.

\* \* \*

The Monday, May 17, 2004 session, adjourned from May 10, 2004, was called to order by the moderator at 7:44 p.m. 118 town meeting members checked in and a quorum was declared. Article 23 was considered. Consideration of Article 37 was scheduled for Wednesday, May 19, 2004 at 7:30 p.m.

ARTICLE 23. Capital Program – Town Center Improvements – (Joint Capital Planning Committee)

**VOTED YES 108, NO 42** that the Town appropriate \$250,000 for town center roadway, sidewalk and lighting improvements. The plans for these improvements to be approved by the Select Board after a duly noticed public hearing, and upon the recommendation of appropriate boards and committees, and to meet such appropriation authorize the Treasurer to borrow in accordance with M.G.L. Chapter 44, Section 7(5) and other applicable laws.

Action taken on 5/17/2004.

10:11 p.m., May 17, 2004 - The meeting voted to adjourn to Wednesday, May 19, 2004 at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 163 town meeting members were checked in.

\* \* \*

The Wednesday, May 19, 2004, session, adjourned from May 17, 2004, was called to order by the moderator at 7:43 p.m. 118 town meeting members checked in and a quorum was declared. Articles 24, 25, 26, 27, 29, 30, 31, 33, and 37 were considered. Article 32 was scheduled for consideration after Article 39. Article 33 was divided at the request of Town Meeting Member Vince O'Connor. Van Kaynor was sworn-in as teller.

ARTICLE 24: Overlay Surplus (Finance Committee)

**VOTED unanimously** that the Town appropriate and transfer \$272,585 from Overlay Surplus to balance the 2005 Fiscal Year.

Action taken on 5/19/2004.

ARTICLE 25. Stabilization Fund (Finance Committee)

**VOTED unanimously** that the Town appropriate and transfer \$2,000,000 from the Stabilization fund to balance the 2005 Fiscal Year.

Action taken on 5/19/2004.

ARTICLE 26. Free Cash (Finance Committee)

**VOTED unanimously to DISMISS** [To see if the Town will appropriate and transfer a sum of money from Free Cash in the Undesignated Fund Balance of the General Fund to balance the 2005 Fiscal Year.]

Action taken on 5/19/2004.

ARTICLE 27. Petition – Resolution - Vehicle Idling (Kaynor)

**VOTED** that the Town will adopt the following resolution:

“Be it resolved that the Town use available means to educate Town employees and the larger community concerning the costs of, and alternatives to, unnecessary vehicle idling, and that the relevant Massachusetts General Law Title XIV Chapter 90 Section 16A be enforced.”

Action taken on 5/19/2004.

ARTICLE 28. Petition - Form for Police Stops (Brown-Hazard)

**VOTED** that the town ask the Select Board to work with the Town Manager, Town Counsel, Police Chief and community members to implement the use of a one-page standardized self-reporting form for police stops and a process to record and evaluate the information gathered, which standardized forms shall include, but not be limited to, the reasons for each stop, action taken during each stop, and the number, gender and easily identifiable ethnicity of all vehicle’s occupants.

Action taken on 5/12/2004.

ARTICLE 29. Street Acceptances – Poet’s Corner and Dayton Lane (Select Board)

**VOTED unanimously** that the Town accept as a town way Dayton Lane as laid out by the Select Board and shown on a plan of land filed with the Town Clerk, and authorize the Select Board to take by eminent domain, purchase or otherwise any fee, appurtenant rights, easements or other interest in land therefor, no appropriation being required.

Action taken on 5/19/2004.

ARTICLE 30. Petition – Sidewalk Plowing (Greeney)

**VOTED to refer to the Select Board.** [“To see if the Town Meeting will vote to recommend the Select Board to reverse its decision reached on January 12, 2004 on sidewalk snow-plowing.”]

Action taken on 5/19/2004.

ARTICLE 31. Petition – Meadow Street Bridge (O’Connor)

**VOTED to refer to the Select Board** [“To see if the Town will vote to request the Massachusetts Department of Public Works to repair or replace the 24-foot bridge over the Swamp Brook on Meadow Street west of Route #116 in North Amherst by closing said bridge for a period not to exceed three months without the use and cost of a temporary bypass bridge, and to take any other action related thereto.”]

Action taken on 5/19/2004.

ARTICLE 32. Petition – Zoning Bylaw – Converted Dwellings (O’Connor)

**VOTED unanimously to refer to the Planning Board** [“To see if the town will vote to amend the Zoning Bylaw by (deletions in ~~strike thru~~, additions in **boldface**):

- a) amending Condition 5 of Section 3.3241 Converted Dwelling so it will read as follows:

5. The proposed conversion, **if not by Site Plan Review approval by the Zoning Board of Appeals for conversion from one owner-occupied unit to two units**, shall be suitably located in the neighborhood in which it is proposed, as deemed appropriate by the Zoning Board of Appeals. The conversion, if in a residential district, shall either: a) be located in an area that is close to heavily traveled streets, close to a business, commercial ~~and~~ or educational districts, or already developed for multi-family use; or b) be from one to two units, one of which shall be and shall remain owner-occupied, which shall be made a condition of any Special Permit **or Site Plan Review approval** issued in such an instance. And,

- b) amending the use table for Section 3.3241 Converted Dwelling to add SPR (Site Plan Review) by the Zoning Board of Appeals as a method of approval under the R-0, R-N, R-VC, and R-G Districts.
- c) replacing in Section 11.2 "Site Plan Review" all references to the "Planning Board" by the words "**Site Plan Review Authority**" and to the "Board" by the word "**Authority**" except for Section 11.250 which shall be amended to read "**Site Plan Review decisions by the Zoning Board of Appeals shall be unanimous. Site Plan Review decisions by the Planning Board shall require** ~~the~~ the concurring vote of at least two-thirds (2/3), but not fewer than five (5), of the members of the Board participating and voting ~~shall be required for any decision on a site plan application~~ (abstaining members being considered not to be voting). The ~~Board's~~ **Authority's** written decision shall consist of either:"]  
Action taken on 5/24/2004.

**ARTICLE 33.**      Petition – Zoning Bylaw – Upland Acreage (O'Connor)

- a. **DEFEATED** ["To see if the town will vote to amend the Amherst Zoning Bylaw by adding to Section 3.323 Apartments the following:  
Section 3.323 Add the following clause to sentence three of condition two:  
Dimensional regulations in Article 6 shall be observed, **except that the square footage of a parcel determined to be wetlands under the Massachusetts Wetlands Protection Act or the Amherst Wetland Bylaw shall be deducted from the total parcel area so that only upland acreage shall be used to calculate the allowable number of units.**"]  
Action taken on 5/19/2004.
- b. **VOTED to DISMISS** ["To see if the town will vote to amend the Amherst Zoning Bylaw, by adding to Table III of Article 6 the following:  
Article 6, Table III – Dimensional Regulations: add footnote "o" to Additional Lot Areas/Family (sq ft)  
o. All areas of a parcel determined to be wetlands under the Massachusetts Wetland Protection Act or the Amherst Wetland Bylaw shall be excluded from the area of a parcel used to calculate the number of additional units allowed."]  
Action taken on 5/19/2004.
- c. **VOTED by a declared 2/3rds vote** that the town amend the Amherst Zoning Bylaw by adding to Article 12, Section 12.35 the following:  
Article 12 – Definitions  
Section 12.35      Upland Acreage: Lot area, not including watercourses, waterbodies, **vernal pools**, banks, or bordering **or isolated** vegetated wetlands as defined by the Massachusetts Wetlands Protection Act Regulations 310 CMR 10.00, **or the Amherst Wetland Bylaw.**"  
Action taken on 5/19/2004.

10:15 p.m., May 19, 2004 - The meeting voted to adjourn to Monday, May 24, 2004 at 7:30 p.m. in the auditorium of the Amherst Regional Middle School. 162 town meeting members were checked in.

\* \* \*

The Monday, May 24, 2004, session, adjourned from May 19, 2004, was called to order by the moderator at 7:44 p.m. 118 town meeting members checked in and a quorum was declared. Articles 32, 34, 35, 36, 38, 39, and 40. were considered.



ARTICLE 34.      Petition - Zoning Bylaw –Moratorium                      (O’Connor)

**VOTED unanimously to DISMISS** [“To see if the town will vote to place an eighteen-month moratorium on the construction within the R-O (Outlying Residence), R-LD (Limited-Density Residence), R-N (Neighborhood Residence), R-VC (Village Center Residence), R-G (General Residence) zoning districts of any single-family residence of greater than 4,000 square feet which shall include the area of any enclosed garage.”]

Action taken on 5/24/2004.

ARTICLE 35. Petition –Zoning Map – Route 9 and University Drive Extension (Wziontka)  
**VOTED to refer to the Planning Board** [“To see if the Town will amend the Official Zoning Map by rezoning Map 13D, Parcels 19 & 57 from the Professional Research Park (PRP) Zone to the Limited Business (B-L) Zone.”]  
Action taken on 5/24/2004.

ARTICLE 36. Acceptance of Land - Snell Street (Planning Board)  
**VOTED to refer to Select Board** [To see if the Town will acquire by gift a certain parcel of land located on Snell Street containing 26,002 sq. feet, more or less, and shown on Assessor Map 13D, Parcels 20 and 55 and a portion of Parcel 57.]  
Action taken on 5/24/2004.

ARTICLE 37. Petition – Kendrick Park (Gordon)  
**VOTED unanimously** that the Town authorize the Select Board to accept, as a gift from the Kendrick Trustees, the land located between East Pleasant, North Pleasant and Triangle Streets, together with the financial (intangible) assets of the Trust, to create on that land a public park, to be known as Kendrick Park, “for the use and benefit of the general public and of the enhancement and beautification of that area of Amherst,” consonant with the wishes of George Smith Kendrick and Jennie Kendrick, creators of the Trust and that the Town authorize the Select Board to sell or dispose of the structures located thereon upon such terms and conditions as the Select Board may deem reasonable and appropriate.  
Action taken on 5/19/2004.

ARTICLE 38. Petition - Town Manager’s Salary (Greeney)  
**VOTED Yes 81, No 71** that the Town Meeting recommend the Select Board and Town Manager reverse the decision on raising the Town Manager’s salary – the decision reached on January 5, 2004.  
Action taken on 5/24/2004.

ARTICLE 39. Petition – The Vagina Monologues (Kelley)  
**VOTED Yes 96, No 53 to DISMISS** [“Amherst Town Meeting recommends to the Amherst Regional School Committee and Superintendent of Schools, Jere Hochman, that they never again officially sanction or allow high school students to perform on school property the graphic age-inappropriate play, “The Vagina Monologues.”]  
Action taken on 5/24/2004.

ARTICLE 40. Petition – Resolution – Nuclear-Weapons Free World (Bonsignore)  
**VOTED** that the Town adopt the following resolution:

### **NUCLEAR-WEAPONS FREE WORLD**

“Whereas 20<sup>th</sup> Century science and technology created a real and present threat of exterminating the human species and our natural environment with nuclear weapons, we ardently hope for a 21<sup>st</sup> Century society in which science and technology are utilized for humane purposes.

The Town of Amherst, Massachusetts, USA, supports the Mayors for Peace initiative and the 2020 Vision Campaign and hereby demands that:

1) National governments increase dialogue, work conscientiously to build trust, and maintain and strengthen the Nuclear Non-Proliferation Treaty (NPT);

2) Nuclear-weapon states and de facto nuclear-weapon states, including non-parties to NPT, immediately cease all nuclear development programs, including those intended for space, and bring the Comprehensive Test Ban Treaty into force forthwith; and

3) The 2005 NPT Review Conference in New York, which takes place just prior to the 60<sup>th</sup> anniversary of the atomic bombings, demand that nations begin to map the road to a nuclear-weapons free world with adoption by 2010 and a commitment to reach that goal by 2020.

We hereby declare our renewed determination to act on behalf of our citizens to eliminate nuclear weapons and create a world without war in which resources are used to reduce hunger, poverty, refugee status, and human rights violations.

A copy of this declaration is to be sent to:

George W. Bush, President of the United States of America  
John Negroponte, US Ambassador to the United Nations  
Kofi Annan, Security General of the United Nations  
Dennis Hastert, Speaker of the House  
William Frist, President Pro Tem of the Senate  
John Kerry, U.S. Senator  
Edward Kennedy, U.S. Senator  
John Olver, U.S. Representative  
Tadatoshi Akiba, Mayor of Hiroshima and President of the Mayors for Peace”  
Action taken 5/24/2004.

After consideration of Article 40 and the business of the warrant having been completed, the meeting voted to dissolve at 10:07 p.m. on May 24, 2004. 162 town meeting members were checked in.

Attest:

Anna M. Maciaszek  
Town Clerk

\*\*\*

**TOWN WARRANT**  
**Special Town Meeting**  
**June 10, 2004**

The meeting was televised by Amherst Community Television and shown on the Government Channel. The Special Town Meeting was called to order by the Moderator, Harrison Gregg at 7:41 p.m. There were 234 town meeting members. 118 checked in and a quorum was declared. The call and return of the warrant was read by the Town Clerk, Anna Maciaszek. Article 1 was considered on June 10, 2004.

**Article 1.** Discriminatory Foreign Student Fee Resolution (Burry)  
**VOTED Yes 78, No 29** that the Town adopt the following resolution:

## Discriminatory Foreign Student Fee Resolution

“Whereas, in early December 2003 officials at the University of Massachusetts at Amherst announced a new \$65 per semester fee to be charged only to international students,

And, whereas, this fee affects approximately 300 undergraduate students and 1,300 graduate students,

And, whereas, approximately 1,000 of the 1,300 effected graduate students are Graduate Student employees, and, therefore, members of the Graduate Employee Organization, UAW Local 2322,

And, whereas, this new fee was imposed unilaterally without any consultation with the Graduate Employee Organization or the Graduate Student Senate,

And, whereas, this discriminatory foreign student fee took effect in the spring 2004 semester, only two months after it was announced, thereby imposing an immediate financial burden on international students, who in almost all cases are forbidden by federal law from working off campus,

And, whereas, this discriminatory fee is the result of managerial and budgetary decisions made solely by University of Massachusetts at Amherst administrators, acting under the authority and direction of Chancellor John Lombardi,

And, whereas, the Graduate Employee Organization has worked for the repeal of this new unilaterally imposed fee,

And, whereas, a large number of international graduate students have refused to pay this new fee, thereby putting themselves at risk of administrative withdrawal from the University,

And, whereas, administrative withdrawal would result in loss of academic standing and loss of employment for Graduate Student Employees,

And, whereas, and in many cases, administrative withdrawal would also result in loss of housing for graduate student employees and their families,

And, whereas, the University is obliged to report all withdrawn international students to the federal government within 21 days of their being administratively withdrawn,

And, whereas, international students withdrawn from the University are de facto in violation of their student visa status, and, put themselves at risk of immediate deportation,

And, whereas, the Amherst Human Rights Commission has found the foreign student fee to be discriminatory and a violation of the human rights of students singled out on the basis of their visa status and country of origin,

Now, therefore, be it resolved, that the Amherst Representative Town Meeting call upon Chancellor Lombardi, acting on behalf of the University of Massachusetts, to 1) immediately repeal the new \$65 per semester international student fee; 2) find alternative funding sources to support the University’s International Programs Office; and 3) offer amnesty to all international student fee resisters, absolving them of any penalty, financial or otherwise, for having refused to pay this unilaterally imposed discriminatory fee,

And be it further resolved that a copy of this resolution be sent to Chancellor Lombardi; to University of Massachusetts President Jack Wilson; to University of Massachusetts Board of Trustees Chair, Grace Fey; to the members of the University of Massachusetts Board of Trustees; to State Representative Ellen Story; to State Senator Stan Rosenberg; to Congressperson John Olver; and to United States Senators Edward Kennedy and John Kerry.”

Action taken on 6/10/04.

9:14 p.m. The business of the warrant was completed and the meeting voted to dissolve. 124 members checked in.

Attest:

Anna M. Maciaszek  
Town Clerk